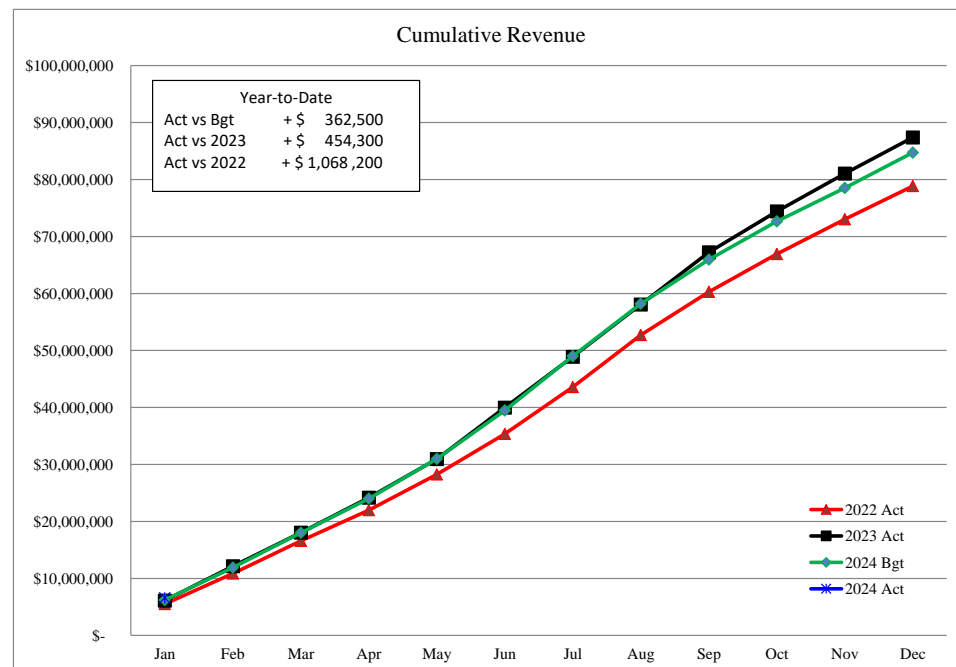
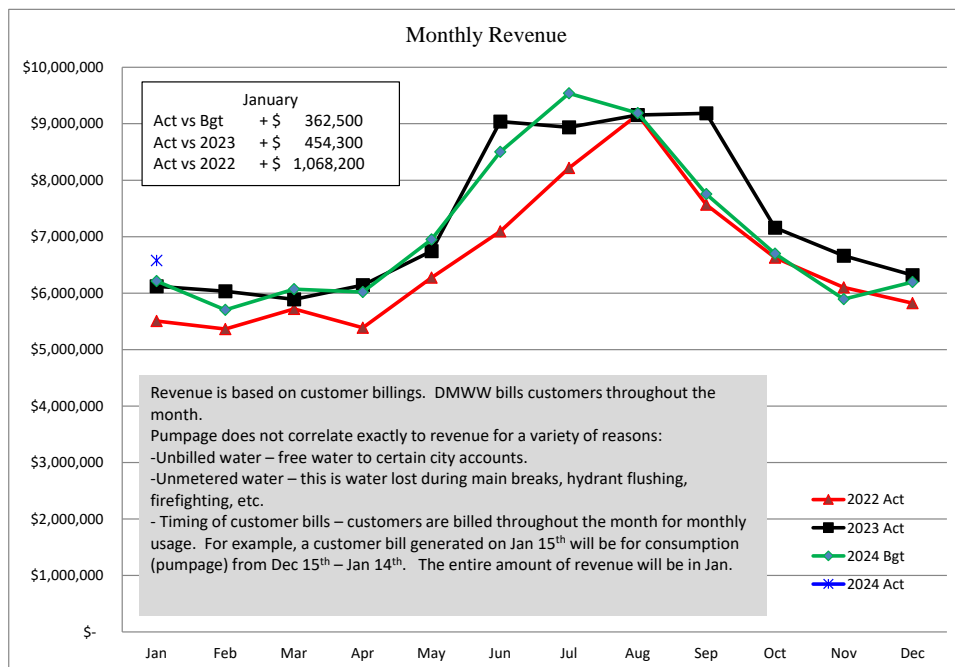
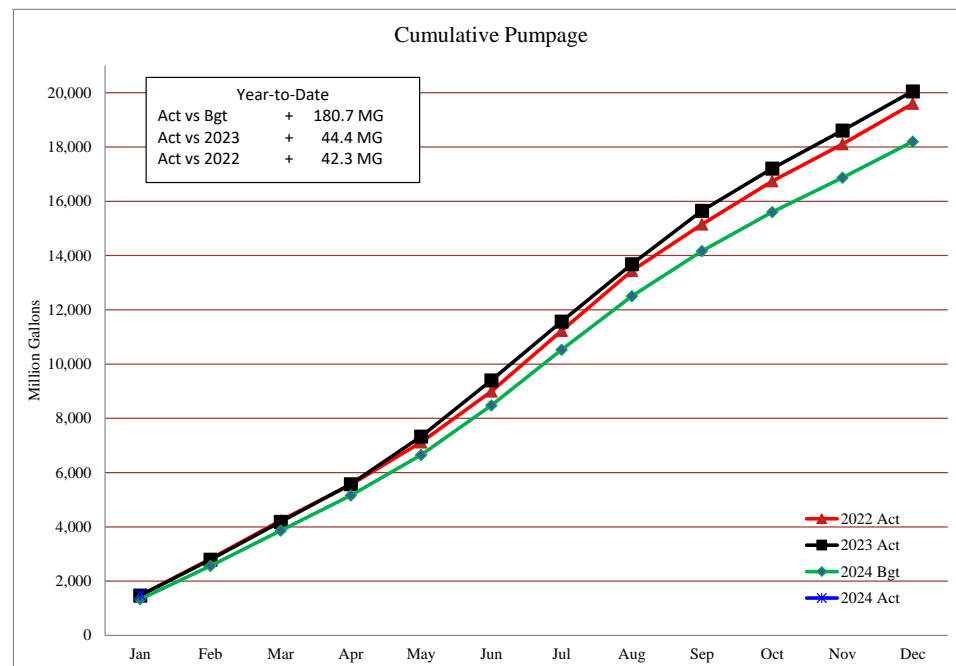
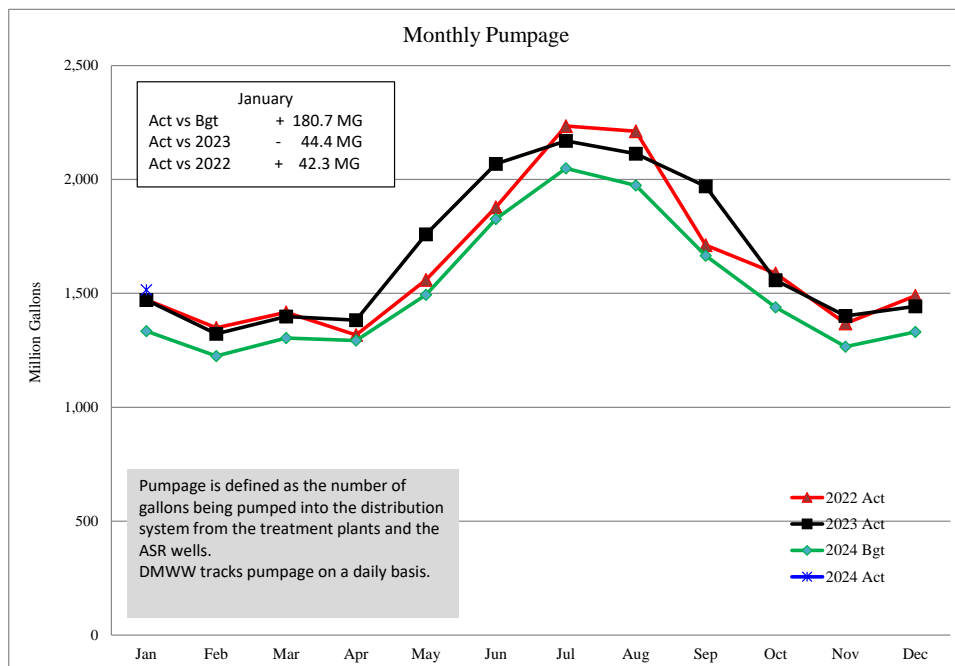


# Pumpage & Revenue Graphs

## January, 2024



**MEETING**  
**Board of Water Works Trustees**  
Des Moines Water Works  
February 27, 2023  
2201 George Flagg Parkway  
3:30 p.m.

Join Zoom Meeting  
<https://us02web.zoom.us/j/85025684558?pwd=aStRV0FwUHVWbHFnVUvNFhXNkpvUT09>

Meeting ID: 850 2568 4558      Passcode: 896407

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**Decision Agenda**

***I.      Consent Agenda:***

- A.    Minutes, January 23, 2024, Board of Water Works Trustees Meeting  
Minutes, February 6, 2024, Finance and Audit Committee Meeting  
Minutes, February 13, 2024, Planning Committee Meeting
- B.    Financial Statements
- C.    List of Payments for January 2024
- D.    Summary of CEO-Approved Expenditures in Excess of \$40,000
- E.    Next Meeting Date – March 26, 2024

***II.     Public Comment Period:***

***III.    Action Items:***

- A.    Request Authorization to Issue a Purchase Order for New Ion Chromatograph
- B.    License Agreement for the Right to Farm Land at Maffitt Reservoir
- C.    License Agreement for the Right to Harvest Grass Hay at Maffitt Reservoir
- D.    Acceptance of Norwalk Highway G14 Meter Vault
- E.    Acceptance of Fleur Drive Operations Center Stormwater System Improvements – Phase 2
- F.    Acceptance of 2021 Well Rehabilitation
- G.    Request Authorization to Establish the Date of the Public Hearing for Saylorville Water Treatment Plant (SWTP) West Feeder Main Phase 3 Easement Acquisition
- H.    Des Moines Water Works (DMWW) Saylorville Water Treatment Plant (SWTP) West Feeder Main – Phase 3
  - a.    Public Hearing
  - b.    Adoption of Form of Contract, Plans and Specifications, and Estimated Cost
  - c.    Analysis of Bids Received
  - d.    Award of Contract and Authorization to Execute Contract

- I. 2023 Des Moines Water Main Replacement – Contract 2
  - a. Public Hearing
  - b. Adoption of Form of Contract, Plans and Specifications, and Estimated Cost
  - c. Analysis of Bids Received
  - d. Award of Contract and Authorization to Execute Contract
- J. 2024 FWTP – 5 kV System Upgrades – Relays
- K. Request Authorization to Reimburse the City of Des Moines for Water Main Relocations for the University Avenue – 39<sup>th</sup> Street to 48<sup>th</sup> Street Improvement Project
- L. Approve Proposed Board Policy Manual Revisions – Contracting and Consultant Procedures

**IV. Information Items:**

- A. Board Committee Reports
  - Finance and Audit Committee
  - Planning Committee
  - Greater Des Moines Botanical Garden Board
  - Des Moines Water Works Park Foundation Board
- B. CEO and General Manager’s Comments
  - Regional Governance
- C. Safety Update
- D. Contract Status and Professional Services Agreements

<p style="text-align: center;"><b>OSHA Recordable Injuries YTD: 0</b></p>
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**V. Adjournment**

Schedule of Board Activities – March & April		
Time: 3:30 p.m.		
<u>Date</u>	<u>Location</u>	<u>Meeting</u>
March 5	Board Room & Virtual	Finance and Audit Committee Meeting
March 12	Board Room & Virtual	Planning Committee Meeting
March 26	Board Room & Virtual	Board of Water Works Trustees
April 2	Board Room & Virtual	Finance and Audit Committee Meeting
April 9	Board Room & Virtual	Planning Committee Meeting
April 23	Board Room & Virtual	Board of Water Works Trustees

Schedule of Central Iowa Water Works Activities – March & April		
Time: 1:00 pm		
<u>Date</u>	<u>Location</u>	<u>Meeting</u>
March 13	Board Room	CIWW Technical Committee Meeting
April 10	Board Room	CIWW Technical Committee Meeting

**AGENDA ITEM FORM**

**SUBJECT: Consent Agenda**

**SUMMARY:**

- A. Minutes, January 23, 2024, Board of Water Works Trustees Meeting  
**Request:** Approve January 23, 2024, Minutes  
Minutes, February 6, 2024, Finance and Audit Committee Meeting  
**Request:** Approve February 6, 2024, Minutes  
Minutes, February 13, 2024, Planning Committee Meeting  
**Request:** Approve February 13, 2024, Minutes
- B. Financial Statements
- At January 2024, total assets of the Des Moines Water Works were \$507.4 million, liabilities totaled \$47.4 million, deferred outflows totaled \$11.6 million, deferred inflows totaled \$11.1 million and contributions and retained earnings were \$460.5 million.
  - Total operating revenue for the month of January was \$7.3 million. Expenses (operating and non-operating) for the month were approximately \$6.5 million, leaving net earnings of approximately \$0.8 million.
  - **Request:** Receive and File for Audit the January 2024 Financial Statements.
- C. List of Payments for January 2024  
**Request:** Approve January 2024 payments
- D. Summary of CEO-approved expenditures in excess of \$40,000  
**Request:** Approve the CEO-approved expenditures in excess of \$40,000
- E. Next Meeting Date – March 26, 2024  
**Request:** Approve March 26, 2024, as the date of the next meeting of the Board of Water Works Trustees.

**FISCAL IMPACT:**

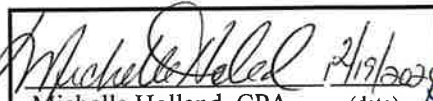


No impact to budget.

**RECOMMENDED ACTION:**

Approve Consent Agenda Items A, B, C, D, and E.

**BOARD REQUIRED ACTION:**

Motion to approve Consent Agenda.

 Michelle Holland, CPA Controller	 Amy Kahler, CPA Chief Financial Officer	 Ted Corrigan, P.E. CEO and General Manager
(date) 2/19/24	(date) 2/20/24	(date) 2/27/24

Attachments: January 23, 2024, Board of Water Works Trustees Meeting Minutes; February 6, 2024, Finance and Audit Committee Meeting Minutes; February 13, 2024, Planning Committee Meeting; January 2024 Financial Statements; List of Payments; and Summary of CEO-approved expenditures in excess of \$40,000.

**MINUTES OF CALLED MEETING OF THE BOARD OF WATER WORKS TRUSTEES  
PURSUANT TO NOTICE  
Tuesday, January 23, 2024**

Present (or Participating by Video or Audio Conference Link):

Board Members: Chairperson, Ms. Andrea Boulton, presiding; Mr. Alec Davis, Mr. Graham Gillette, Ms. Susan Huppert, and Ms. Diane Munns

Staff members: Pat Bruner, Bill Blubaugh, Caitlin Caldwell, Nathan Casey, Ted Corrigan, Kyle Danley, Doug Garnett, Amy Kahler, Mike McCurnin, Jenny Puffer, Laura Sarcone, Melissa Walker, Lindsey Wanderscheid, and Dylan White

Also in attendance: Scott Cirksena, John Lande (legal counsel), and Addison Lathers

Chairperson Ms. Andrea Boulton called the meeting to order at 3:30 p.m.

Consent Agenda

A motion was made by Mr. Gillette, seconded by Ms. Huppert, to approve Consent Items A, B, C, D, E, F, and G (Approval of Minutes, December 19, 2023, Board of Water Works Trustees Meeting; Minutes, January 9, 2024, Finance and Audit Committee Meeting; Minutes, January 16, 2024, Approval of Payments for December 2023; Approval of Summary of CEO-Approved Expenditures in Excess of \$40,000, Review and Approve Reserve Funds Investments Policy, Review and Approve Depositories for Des Moines Water Works Funds; and Approval of February 27, 2024, as the next meeting of the Board of Water Works Trustees). Upon vote, the motion was adopted, with Ms. Boulton, Mr. Davis, Mr. Gillette, Ms. Huppert, and Ms. Munns voting in favor of the motion.

Public Comment Period

There were no comments from the public. However, Ms. Boulton informed the group that she and Ms. Munns attended the Des Moines Water Works Award Banquet. She shared several photos from the event with the group.

Approve Proposed Board Policy Manual Revisions – Central Iowa Water Works Trustee and Committee Member Appointments

At the January 2024 Planning Committee meeting, staff presented recommendations for updates to the Board Policy concerning the appointment of Central Iowa Water Works (CIWW) Trustees and committee members. The proposed changes, which are attached to the current Des Moines Water Works Board Policy Manual, include adding new sections (212.3 and 302.4) regarding CIWW Trustee appointments and removals, as well as appointments to the CIWW Technical Committee and Long Range Planning and Capital Improvements Committee. These revisions are proposed to take effect immediately upon approval by the Board at their meeting on January 23, 2024.

A motion was made by Ms. Munns, seconded by Mr. Davis, to approve the proposed revisions to the Board Policy Manual with an implementation date of January 23, 2024. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

#### Election and Appointment of Initial Central Iowa Water Works Trustees and Alternates

Per the Board Policy, the Board must appoint the Trustee, Additional Trustee, Alternate Trustee, and Alternate Additional Trustee for the Central Iowa Water Works Board. The procedure for their election is outlined in the Board of Water Works Trustees of the City of Des Moines Policy Manual. The Board can make these appointments or removals via resolution, either voting on a single slate or appointing them separately. Each appointment is typically for a three-year term, or as outlined in CIWW's governing documents, with a limit of two terms for any individual serving as a trustee.

Diane Munns was nominated as the Trustee, Susan Huppert as the Additional Trustee, Amy Kahler as the Alternate Trustee, and Ted Corrigan as the Alternate Additional Trustee on the slate for the Central Iowa Water Works Board.

Mr. Davis moved for adoption of a resolution to elect a slate of trustees as follows: Diane Munns as Trustee, Susan Huppert as Additional Trustee, Amy Kahler as Alternate Trustee, and Ted Corrigan as Alternate Trustee. After discussion, the four board members voted to resolve to appoint the four nominated individuals as trustees to CIWW, and one board member voted no.

#### Receive and File 2024 Strategic Plan Initiatives and KPIs

In spring 2021, DMWW enlisted HDR Inc. to lead a utility-wide strategic planning process, resulting in robust community and stakeholder engagement. Insights gathered helped identify customer and community priorities. With input from the Senior Management Team, an ambitious yet feasible plan was crafted to address present and future challenges, aiming for a more resilient utility. The Board received and filed the 2021 Strategic Plan in November 2021. Annually, workshops facilitated by HDR assist the Senior Management Team and Supervisors in evaluating current initiatives and developing key performance indicators (KPIs) for the upcoming year.

A motion was made by Ms. Huppert and seconded by Ms. Munns to receive and file the 2024 Strategic Plan Initiatives and Key Performance Indicators. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

#### Request Authorization for CEO and General Manager to Execute Agreement for Professional Services for SCADA System Master Plan

In 2022, Des Moines Water Works conducted an inventory and assessment, including a cyber assessment, of its SCADA system. A final report was provided with recommendations for future projects and upgrades, along with cost estimates. The goal is to implement these recommendations into an implementation plan. The SCADA System Master Plan, essential for long-term goals and vision, will outline a 5 to 10-year strategy for upgrading and modernizing the system, guiding future expansion and modification projects. Staff developed a request for qualifications (RFQ) for professional services to complete this plan, with responses received from Affiliated Engineers, Black and Veatch, HDR Engineering, Short Elliot Hendrickson, and Stanley Consultants. Evaluation criteria included project team, experience, schedule, approach, and estimated hours, leading to Black and Veatch and HDR Engineering being selected for interviews. Staff recommends executing a Professional Services Agreement with HDR Engineering, given their successful track record in Iowa. The anticipated design fee for HDR

Engineering is \$416,911. The Technical Committee of Central Iowa Water Works has been briefed on the proposals and the recommendation for award.

A motion was made by Ms. Huppert and seconded by Mr. Davis to authorize the CEO and General Manager to execute a Professional Services Agreement with HDR Engineering in the amount of \$416,911 for the SCADA System Master Plan. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization for CEO and General Manager to Execute Agreement for Professional Services for 2024 Northeast Booster Station

The existing SE Polk Bondurant Pump Station, located north of I-80 on NE 56th Street, is nearing the end of its useful life and insufficient to meet current and future demands. Des Moines Water Works (DMWW) and Bondurant have discussed a joint booster station and feeder main project to address these needs. DMWW will lead the booster station design while Bondurant manages the feeder main design, as outlined in a forthcoming 28E agreement. The project entails designing and constructing a new above-ground booster station with approximately 3 MGD capacity to serve both DMWW and Bondurant customers. To expedite design work, an RFQ was developed, with responses received from CDM Smith, HDR, HR Green, Strand Associates, and Veenstra & Kimm, Inc. Evaluation criteria included project team, experience, schedule, approach, and estimated hours, leading to a recommendation to execute a Professional Services Agreement with Veenstra & Kimm, Inc. They have previously completed design work for DMWW. The initial construction estimate for the booster station is around \$2.5 million, with an anticipated design fee of \$248,700 for Veenstra & Kimm, Inc.

A motion was made by Mr. Davis and seconded by Ms. Huppert to authorize the CEO and General Manager to execute a Professional Services Agreement with Veenstra & Kimm, Inc. in the amount of \$248,700 for the 2024 Northeast Booster Station. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization to Reimburse the City of Des Moines for Water Main Replacement for the 2<sup>nd</sup> Avenue Reconstruction from University to the Des Moines River Project

As part of the City of Des Moines' 2nd Avenue Reconstruction project from University to the Des Moines River, Des Moines Water Works will undertake water main replacement. This is necessitated by conflicts with proposed storm sewer systems and the utility's own initiative to replace water mains due to historical leak issues. The broader city project encompasses road reconstruction, sanitary sewer replacement, storm sewer improvements, and sidewalk installation. Construction is expected to commence in Spring 2024, with water main work scheduled for completion over the 2024 and 2025 construction seasons. The estimated cost for the water main replacement portion of this project, including mobilization and traffic control expenses, is \$2,659,677. Synergy Contracting, LLC, based in Des Moines, Iowa, has been selected as the contractor for this project.

A motion was made by Ms. Huppert and seconded by Ms. Munns to authorize staff to reimburse the City of Des Moines for water main replacement included in the 2<sup>nd</sup> Avenue Reconstruction

from University to the Des Moines River project. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization to Solicit Bids for 2023 Des Moines Water Main Replacement - Contract 2 and Establish the Date of the Public Hearing as the Date of the February 2024 Board Meeting

As part of the approved 2023 Des Moines Water Main Replacement budget, several streets with a history of main breaks and service issues are scheduled to receive new water mains. The breakdown of streets and estimated costs are as follows:

- E 27th Street, from Easton Boulevard to 2102 E 27th Street: \$985,513
- Richland Drive, from Guthrie Avenue to Arthur Avenue: \$572,185
- E 38th Court, from Easton Boulevard to E Sheridan Avenue: \$915,069
- E 34th Street, from Thompson Avenue to Arthur Avenue: \$454,351
- E 21st Street, from E University Avenue to Easton Boulevard: \$800,557
- Guthrie Avenue, from Glenbrook Drive to Moss Drive: \$1,575,688

Total: \$5,303,363

Preparation of plans, specifications, and contract documents for the 2023 Des Moines Water Main Replacement - Contract 2 is nearly finished. The work on each street involves installing new water mains of various sizes and materials, including polyvinyl chloride (PVC) and ductile iron pipe (DIP). Additionally, the City of Des Moines will reimburse DMWW for certain construction items, including a portion of asphalt overlay, curb replacement on Richland Drive, lane striping, and storm sewer intake replacement on Guthrie Avenue. The engineer's estimate for the DMWW and City of Des Moines funded portions is \$5,226,512 and \$76,851 respectively, with the total engineer's estimate for the contract amounting to \$5,303,363.

A motion was made by Ms. Munns and seconded by Mr. Davis to authorize staff to solicit bids for 2023 Des Moines Water Main Replacement - Contract 2 and establish the date of the Public Hearing as the date of the February 2024 Board meeting, and direct staff to publish notice as provided by law. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

2023 Des Moines Water Main Replacement – Contract 3

In December 2023, the Board of Water Works Trustees authorized staff to solicit bids for the 2023 Des Moines Water Main Replacement – Contract 3 project, with the Public Hearing scheduled for the January 2024 Board meeting. The project involves installing water mains on Bell Avenue and Sunset Road, with approximate lengths and pipe types specified for each street.

Plans, specifications, and contract documents were made available to prospective bidders, and staff followed up with reminders to contractors. Five bids were submitted on January 16, 2024, with the following totals:

- J & K Contracting, LLC: \$2,440,000.00
- On Track Construction, LLC: \$2,550,000.00
- Corell Contractors, Inc.: \$2,660,656.00
- Rognes Corporation: \$2,773,652.50
- MPS Engineers PC: \$2,949,623.00

The engineer's estimate for the contract is \$3,029,000. J & K Contracting, LLC, with a successful history of completing projects for Des Moines Water Works, is recommended by staff



for the award of the 2023 Des Moines Water Main Replacement - Contract 3 project, with a bid of \$2,440,000.

A motion was made by Mr. Gillette and seconded by Mr. Davis to award the 2023 Des Moines Water Main Replacement - Contract 3 project in the amount of \$2,440,000.00 to J & K Contracting, LLC and authorize the Chairperson and CEO and General Manager to execute the contract. Upon vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

#### Ground Lease Agreement with USCOC of Greater Iowa, LLC at Tenny Standpipe

In February 2005, the Board of Water Works Trustees entered into an Option and Ground Lease Agreement with U.S. Cellular, granting them exclusive use of 600 square feet at the Tenny Standpipe property on Merle Hay Road for installing ground facilities for wireless communication signals. The lease also provided an access easement from Merle Hay Road to the leased area. U.S. Cellular was allowed to co-locate their equipment on AT&T's monopole under a separate agreement. The original lease term expired on November 30, 2005, with U.S. Cellular exercising their right to extend it for four additional five-year terms, now expiring on November 30, 2025. U.S. Cellular has requested an extension, but staff has advised that a new agreement must be negotiated. Key terms of the replacement agreement include DMWW's right to terminate with five years' notice, enhanced liability insurance provisions, reimbursement of legal and administrative costs, a 3% annual rent increase, and an initial term of five years with the option to extend for five additional five-year terms. The pending replacement agreement has been discussed with the Central Iowa Water Works Technical Committee, and staff and legal counsel have reviewed its terms.

The Board unanimously approved Authorization for the Chairperson and the CEO and General Manager to execute the Ground Lease Agreement with USCOC of Greater Iowa, LLC at the Tenny Standpipe site.

#### Board Committee Reports

The following reports were provided:

- Finance and Audit Committee – A meeting was held on January 9, 2024, as reflected in the minutes thereof. Mr. Davis gave a brief summary of the meeting.
- Planning Committee – A meeting was held on January 16, 2024, as reflected in the minutes thereof. Ms. Huppert gave a brief summary of the meeting.
- Greater Des Moines Botanical Garden – Mr. Gillette shared that he notified the CEO and the Chair of the Board that at the end of his term as DMWW's representative that we will be vacating their seat and that will be December 31, 2024.
- Des Moines Water Works Park Foundation – Ms. Boulton gave a brief summary of the upcoming concerts and programming that is scheduled. She also highlighted the finances and the successful year that they have had.

#### CEO and General Manager's Comments

Mr. Corrigan shared with the group that there have been approximately 40 water main breaks so far in January, resulting in staff working around the clock, 24/7, for about a week to address the issues. Despite the challenges posed by extreme cold temperatures and its impact on water

temperature, staff has done an excellent job of promptly addressing and repairing the breaks, ensuring that service is restored to affected customers. As the situation begins to stabilize, the workload is gradually decreasing. On a lighter note, he shared that Des Moines Water Works was listed as the 10th oldest business in Central Iowa, as noted in the Business Record.

4:48 pm adjourned

**MINUTES OF MEETING OF FINANCE AND AUDIT COMMITTEE  
OF THE BOARD OF WATER WORKS TRUSTEES  
PURSUANT TO NOTICE**

Tuesday, February 6, 2024

3:30 p.m.

Present (or Participating by Video or Audio Conference Link):

Board Members: Mr. Alec Davis, and Ms. Diane Munns  
Staff Members: Patrick Bruner, Nathan Casey, Ted Corrigan, Kyle Danley, Doug Garnett,  
Erika Hale, Donna Heckman, Amy Kahler, Jenny Puffer, Laura Sarcone,  
Melissa Walker, Michelle Watson, and Dylan White

Meeting called to order at 3:31 p.m.

1. Workers' Compensation Overview

Doug Garnett gave a presentation on Workers' Compensation. He highlighted the compensation philosophy of Des Moines Water Works (DMWW). DMWW prioritizes a culture of safety to prevent work-related injuries. In cases where injuries occur, the company ensures proper care for affected employees and aids their return to work while balancing fiscal responsibility. All employees are covered by workers' compensation, which compensates for lost time and medical expenses during work-related incidents.

After facing increased claims in 2013, DMWW transitioned to self-insured in 2014, saving over \$500,000. EMC Risk Services was hired as a third-party administrator in 2023, which has led to significant cost savings and positive outcomes, including nearly \$200,000 saved in 2023 through medical bill reviews.

1. CFO's Comments

Ms. Kahler discussed the challenges faced by the water distribution team during cold weather, highlighting that they fixed 67 main breaks in January, the third highest in the last decade. The worst day this year was January 16th, with 7 breaks. Responding to the increased workload, DMWW increased on-call staff and shifted to 12-hour workdays. They've since returned to about one break per day, focusing on fixing temporary road patches. Jenny Puffer expressed gratitude to her team, echoed by senior management.

2. Public Comments – There were no comments from the public.

Meeting adjourned at 4:03 p.m.

**MINUTES OF MEETING OF PLANNING COMMITTEE  
OF THE BOARD OF WATER WORKS TRUSTEES  
PURSUANT TO NOTICE**

Tuesday, February 13, 2024

3:30 p.m.

Present (or Participating by Video or Audio Conference Link):

Board Members: Ms. Susan Huppert, and Mr. Graham Gillette

Staff Members: Patrick Bruner, Nathan Casey, Ted Corrigan, Kyle Danley, Doug Garnett, Shad Haidsiak, Amy Kahler, Mike McCurnin, Jenny Puffer, Laura Sarcone, Carla Schumacher, Lindsey Wanderscheid, and Michael Zach

Meeting called to order at 3:31 p.m.

1. Water Main Replacement Update

Engineering staff gave a presentation on 2023 and 2024 water main replacement contracts. In 2023, contracts were issued for the replacement of 21,797 feet of pipe. In 2024, contracts will cover 18,289 feet of pipe. Among these, there is a Polk County contract involving 4,014 feet of pipe.

Most of the pipe being replaced are cast iron and 8 inches or smaller, with a known higher break rate, particularly those from the 1950s-60s era. Staff highlighted that smaller pipes tend to break more frequently after reaching 40 years old.

2. COO's Comments

Mr. Danley provided an update on the water production team's progress with their annual maintenance projects, which include work on treatment and pre-sedimentation basins, as well as the rebuilding of the west low lift and west high lift pumps. Additionally, new RO membranes are being installed. Despite the significant amount of work remaining, the team is making good progress. He also mentioned an early melt in the Raccoon River, resulting in minimal ice breakup and sediment disturbance, which didn't stir up water quality. However, this lack of ice scouring the river bottom may pose challenges for well and gallery yields.

3. Public Comments - There were no comments from the public.

Meeting adjourned at 4:11 p.m.

**DES MOINES WATER WORKS  
FINANCIAL STATEMENT COMMENTS  
FOR THE MONTH ENDED January 31, 2024**

**STATEMENT OF NET POSITION**

Below are summaries of financial position and activity for the month of January 2024:

<b>Summary Net Position (in millions)</b>		
	<b>Jan 31, 2024</b>	<b>Dec 31, 2023</b>
Cash	\$19.3	\$20.4
Invested Cash	43.6	43.4
Accounts Receivable	12.6	12.3
Operating Reserves	15.3	15.3
Other Assets	10.3	10.3
Fixed Assets	618.6	618.6
Less: Accum Depreciation/Amortization	<u>(243.5)</u>	<u>(242.4)</u>
Net Fixed Assets	375.1	376.3
Construction in Progress	<u>31.2</u>	<u>30.8</u>
Total Assets	<u>507.4</u>	<u>508.8</u>
Deferred Outflows of Resources	11.6	11.6
<b>Total Assets &amp; Deferred Outflows of Resources</b>	<b><u>519.0</u></b>	<b><u>520.4</u></b>
Current Liabilities	12.2	14.7
Long-Term Liabilities	33.0	32.8
Other Liabilities	<u>2.1</u>	<u>2.1</u>
Total Liabilities	47.4	49.6
Deferred Inflows of Resources	11.1	11.1
Net Position	<u>460.5</u>	<u>459.7</u>
<b>Total Liabilities, Deferred Inflows of Resources &amp; Net Position</b>	<b><u>519.0</u></b>	<b><u>520.4</u></b>

The deferred inflows and deferred outflows of resources are composed of the differences between actual and expected experience of different components of the pension plan related to future reporting periods. These differences are measured each year and then recognized in pension expense over multiple future reporting periods depending on the nature of the difference (e.g., investment returns, demographic experience, assumption changes, etc.). Deferred outflow of resources is a consumption of net assets applicable to a future reporting period. Deferred inflow of resources is an acquisition of net assets applicable to a future reporting period.

## STATEMENT OF EARNINGS

Summary information from the Statement of Earnings is as follows:

	<b>January 2024</b>	<b>Year to date 2024</b>	<b>Year to date 2023</b>
<b>Operating Revenue</b>	\$ 7.3 million	\$ 7.3 million	\$ 6.4 million
<b>Operating Expenses</b>	\$ 6.8 million	\$ 6.8 million	\$ 6.2 million
<b>Other Income (Expense)</b>	\$ 0.3 million	\$ 0.3 million	\$ 0.1 million
<b>Net Earnings</b>	\$ 0.8 million	\$ 0.8 million	\$ 0.3 million

The table below summarizes expenses for the period-to-date ended January 2024 and 2023:

### OPERATING EXPENSES

Year-to-Date Ending January 31, 2024 and 2023

	YTD Jan 2024	% of Total	YTD Jan 2023	% of Total
Labor	\$ 1,556,016	27%	\$ 1,323,916	26%
Benefits	730,889	13%	743,311	15%
Purchased Services	1,813,069	32%	1,712,634	34%
Materials and Equipment	349,830	6%	321,895	6%
Chemicals	798,484	14%	687,936	14%
Utilities/Telephone	32,379	1%	19,060	0%
Insurance	204,470	4%	217,442	4%
Postage	17,893	0%	17,181	0%
Other	168,725	3%	34,336	1%
	\$ 5,671,755	100%	\$ 5,077,711	100%

## PROJECT EXPENSES

Total expenditures for operating projects through January 2024 were approximately \$5.7 million or 9% of the operating budget. Overall expenditures on capital projects were approximately \$0.4 million or 1% of the capital budget.

**DES MOINES WATER WORKS**  
**PRELIMINARY Statement of Net Position**  
For the Period Ending January 31, 2024 and December 31, 2023

	2024	2023	Change
<b>ASSETS</b>			
<b>Cash</b>			
Petty Cash	\$ 1,900	\$ 1,900	
Interest Bearing Cash	19,280,176	20,403,252	
Total	<u>\$ 19,282,076</u>	<u>\$ 20,405,152</u>	\$ (1,123,076)
<b>Invested Cash</b>			
Cash on Hand	\$ 5,777,040	\$ 593,644	
U.S. Government Securities	37,835,781	42,830,471	
Total	<u>\$ 43,612,821</u>	<u>\$ 43,424,115</u>	\$ 188,706
<b>Accounts Receivable</b>			
Accounts Receivable	\$ 9,504,382	\$ 9,180,371	
Accounts Receivable Unbilled	2,914,894	2,914,894	
Accrued Interest Receivable	160,490	180,466	
Total	<u>\$ 12,579,765</u>	<u>\$ 12,275,732</u>	\$ 304,034
<b>Board Designated Reserves</b>			
<b>Operating</b>			
Cash On Hand	\$ 118,503	\$ 102,852	
U.S. Government Securities	15,200,480	15,159,977	
Total	<u>\$ 15,318,983</u>	<u>\$ 15,262,829</u>	\$ 56,155
<b>Other Assets</b>			
Materials in Stock Accounts	\$ 4,794,986	\$ 4,765,984	
Water Receivable Long-Term	312,219	291,870	
Lease Receivable	1,068,490	1,068,490	
Iowa Motor Fuel Tax Receivable	22,005	20,955	
Prepaid Insurance	1,036,856	1,140,619	
Prepaid Expense	2,996,755	2,996,755	
Accum Unrealized Gain/(Loss) Invest	24,140	46,299	
Total	<u>\$ 10,255,451</u>	<u>\$ 10,330,971</u>	\$ (75,520)

**DES MOINES WATER WORKS**  
**PRELIMINARY Statement of Net Position**  
For the Period Ending January 31, 2024 and December 31, 2023

	2024	2023	Change
<b>ASSETS-CONTINUED</b>			
<b>Fixed Assets</b>			
Land & Right of Way	\$ 8,208,369	\$ 8,208,369	
Structures and Machinery	177,404,410	177,404,410	
Water Supply System	61,641,214	61,641,214	
Urbandale Booster System	509,687	509,687	
Pipelines	298,387,507	298,387,507	
Meters	33,622,365	33,622,365	
Laboratory Equipment	822,658	822,658	
Distribution Equipment	1,664,460	1,664,460	
Mobile Equipment	4,464,544	4,464,544	
Vehicles	3,019,327	3,019,327	
Office Equipment	1,346,166	1,346,166	
MIS Equipment	27,407,397	27,407,397	
Intangible Right-to-use Asset	115,750	115,750	
Total	<u>\$ 618,613,855</u>	<u>\$ 618,613,855</u>	
Accumulated Depreciation/Amortization	(243,484,243)	(242,360,153)	
Construction in Progress	<u>\$ 31,198,880</u>	<u>30,847,865</u>	
Total Fixed Assets	\$ 406,328,492	\$ 407,101,567	\$ (773,075)
<b>TOTAL ASSETS</b>	<b>\$ 507,377,589</b>	<b>\$ 508,800,366</b>	<b>\$ (1,422,777)</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Pension Related Amounts	11,596,970	11,596,970	
Total	<u>\$ 11,596,970</u>	<u>\$ 11,596,970</u>	\$ -
<b>TOTAL ASSETS &amp; DEFERRED OUTFLOWS OF RESOURCES</b>	<b><u>\$ 518,974,559</u></b>	<b><u>\$ 520,397,336</u></b>	<b><u>\$ (1,422,777)</u></b>



**DES MOINES WATER WORKS**  
**PRELIMINARY Statement of Net Position**  
**For the Period Ending January 31, 2024 and December 31, 2023**

	2024	2023	Change
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Accounts Payable	\$ 1,352,357	\$ 3,142,550	
Construction Payables	3,262,814	3,931,605	
Salaries and Wages Payable	1,472,216	1,267,707	
Accrued Leave	3,758,369	3,758,369	
State Tax Payable	344,748	362,777	
Work Comp Reserves	490,917	490,917	
Fees Collected for Other Entities	1,557,082	1,737,875	
Unclaimed Refunds	10,292	10,291	
Total	\$ 12,248,794	\$ 14,702,091	\$ (2,453,298)
<b>Long Term Liabilities</b>			
Pension Liability	\$ 18,270,897	\$ 18,270,897	
Other Post-Employment Benefit Liability	14,425,185	14,425,185	
SRF Loan Payable	230,799	0	
Lease Liability	57,236	57,236	
Total	\$ 32,984,117	\$ 32,753,318	\$ 230,799
<b>Other Liabilities</b>			
Deposits by Consumers	\$ 2,115,137	\$ 2,113,477	
Project H2O	7,216	7,216	
Miscellaneous Liabilities	9,745	9,745	
Total	\$ 2,132,098	\$ 2,130,438	\$ 1,660
<b>TOTAL LIABILITIES</b>	<b>\$ 47,365,009</b>	<b>\$ 49,585,847</b>	<b>\$ (2,220,839)</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Pension Related Amounts	\$ 2,931,843	\$ 2,931,843	
Other Post-Employment Benefit Amounts	7,166,158	7,166,158	
Lease Amounts	1,048,471	1,048,471	
Total	\$ 11,146,472	\$ 11,146,472	\$ -
<b>NET POSITION</b>	<b>\$ 460,463,079</b>	<b>\$ 459,665,017</b>	<b>\$ 798,062</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES &amp; NET POSITION</b>	<b>\$ 518,974,559</b>	<b>\$ 520,397,336</b>	<b>\$ (1,422,777)</b>

**Des Moines Water Works**  
**PRELIMINARY Statement of Earnings and Retained Earnings**  
**For the Month Ended January 31, 2024, the One Month Ending January 31, 2024**  
**and the One Month Ending January 31, 2023**

	Current Month 2024	Year-To-Date 2024	Yearly Budget 2024	Actual vs. Budget Variance	Year-To-Date 2023	Year-To-Date Current vs. Prior Year
<b>OPERATING REVENUE</b>						
Water Sales	\$ 6,575,772	\$ 6,575,772	\$ 84,732,844	\$ (78,157,072)	\$ 6,121,476	\$ 454,296
Sewer Services - Runnells	7,309	7,309	80,419	(73,110)	6,771	538
Late Fees	43,048	43,048	450,000	(406,952)	37,456	5,592
Other Sales and Services	361,307	361,307	3,258,216	(2,896,909)	227,136	134,171
Billing Services Revenue	176,163	176,163	2,215,000	(2,038,837)	2,080	174,083
Land Use Revenue	15,774	15,774	216,000	(200,226)	15,606	168
Connection Fees	148,050	148,050	600,000	(451,950)	-	148,050
Cash Discount and Refunds	239	239	-	239	184	55
Total Operating Revenues	\$ 7,327,662	\$ 7,327,662	\$ 91,552,479	\$ (84,224,817)	\$ 6,410,709	\$ 916,953
<b>OPERATING EXPENSES</b>						
Labor	\$ 1,556,016	\$ 1,556,016	\$ 18,608,927	\$ 17,052,911	\$ 1,323,916	\$ (232,100)
Benefits	334,669	334,669	4,607,570	4,272,901	323,910	(10,759)
Retirement Benefits	396,220	396,220	5,130,100	4,733,880	419,401	23,181
Postage	17,893	17,893	425,000	407,107	17,181	(712)
Telephone	32,379	32,379	308,628	276,249	19,060	(13,319)
Insurance	204,470	204,470	1,830,200	1,625,730	217,442	12,972
Casualty Loss	-	-	110,000	110,000	-	-
Loss on Bad Accounts	167,796	167,796	150,000	(17,796)	(665)	(168,461)
Purchased Services	1,813,069	1,813,069	11,194,956	9,381,887	1,712,634	(100,435)
Training	-	-	290,275	290,275	10,600	10,600
Materials and Equipment	349,830	349,830	4,472,000	4,122,170	321,895	(27,935)
Chemicals	798,484	798,484	9,887,667	9,089,183	687,936	(110,548)
Utilities	-	-	3,556,686	3,556,686	-	-
Gasoline/Fuel	929	929	304,232	303,303	24,401	23,472
Total Operating Expense	\$ 5,671,755	\$ 5,671,755	\$ 60,876,241	\$ 55,204,486	\$ 5,077,711	\$ (594,044)
Depreciation & Amort Expense	\$ 1,124,090	1,124,090	13,489,080	12,364,990	\$ 1,131,936	7,846
Net Income from Operations	531,817	531,817	17,187,158	(16,655,341)	201,062	330,755
Other Income (Expense) :						
Investment Income	\$ 97,267	\$ 97,267	\$ 260,000	\$ (162,733)	54,617	42,650
Net Change - Investment Values	168,970	168,970	-	168,970	82,847	86,123
Interest Income / Expense	8	8	-	8	-	8
Other Income (Expense), net	\$ 266,245	\$ 266,245	\$ 260,000	\$ 6,245	\$ 137,464	\$ 128,781
Net Earnings	\$ 798,062	\$ 798,062	\$ 17,447,158	\$ (16,649,096)	\$ 338,526	\$ 459,536
Retained Earnings, January 1		\$ 459,665,017			\$ 430,653,318	
Ending Retained Earnings		\$ 460,463,079			\$ 430,991,844	

**DES MOINES WATER WORKS  
STATEMENT OF INVESTMENT CHANGES  
FOR THE MONTH ENDED JANUARY 31, 2024**

**INVESTED RESERVES**

	Balance at 12/31/2023	Additions	Deductions	Balance at 01/31/2024
<b>Operating</b>				
Cash on Hand	\$102,852	19,470	3,819	\$118,503
U.S. Government Securities	\$15,159,977	40,503	-	\$15,200,480
Total Invested Reserves	\$15,262,829	\$59,974	\$3,819	\$15,318,983

The estimated annual yield at market for 01/31/2024 was 3.31%

**INVESTED OPERATING CASH**

	Balance at 12/31/2023	Additions	Deductions	Balance at 01/31/2024
<b>Operating</b>				
Cash on Hand	\$593,644	5,194,260	10,864	\$5,777,040
U.S. Government Securities	\$42,830,471	130,310	5,125,000	37,835,781
Total Invested Reserves	\$43,424,115	\$5,324,571	\$5,135,864	\$43,612,821

The estimated annual yield at market for 01/31/2024 was 2.53%

**DES MOINES WATER WORKS  
STATEMENT OF INVESTMENT CHANGES  
YEAR TO DATE 2024**

**PENSION FUND**

	Balance 1/1/2024	Transfers, Expenses & Deposits	Benefit Payments	Investment Return	Balance at 1/31/2024	YTD % Return
<b><i>Fixed Income</i></b>						
Mellon Capital Mgmt - Bond Market Index	6,256,626	(223)	(336,549)	(18,173)	5,901,681	-0.31%
Neuberger Berman / Mellon / DDJ - High Yield I	2,199,792	31		3,718	2,203,542	0.17%
Principal Global Investors - Income	18,795,396	(669)	4,813	(4,909)	18,794,631	-0.02%
<b><i>Large U.S. Equity</i></b>						
Principal Global Investors - Equity Income	6,722,187	95		24,062	6,746,344	0.36%
Principal Global Investors - Large Cap S&P 500 Index	2,838,535	40		46,746	2,885,321	1.65%
T. Rowe Price / Brown Advisory - Large Cap Growth	6,682,658	95		190,710	6,873,462	2.85%
<b><i>Small/Mid U.S. Equity</i></b>						
Robert Baird / Eagle Asset Mgmt - Mid Cap Growth III	995,943	14		(13,144)	982,813	-1.32%
DFA / Vaughan Nelson / LA Capital - Small Cap Value II	505,996	7		(19,612)	486,391	-3.87%
AB / Brown / Emerald - Small Cap Growth I	501,449	7		(13,183)	488,273	-2.63%
LA Capital Mgmt / Victory - Mid Cap Value I	986,641	14		(4,957)	981,698	-0.50%
<b><i>International Equity</i></b>						
Causeway / Barrow Hanley - Overseas	2,162,597	30		(57,107)	2,105,520	-2.64%
Principal Global Investors - Diversified International	4,745,705	66		(10,931)	4,734,839	-0.23%
Origin Asset Management LLP - Origin Emerging Markets	1,449,479	20		(39,740)	1,409,759	-2.74%
<b>Total Principal Financial</b>	<b>\$ 54,843,003</b>	<b>\$ (474)</b>	<b>\$ (331,735)</b>	<b>\$ 83,481</b>	<b>\$ 54,594,275</b>	<b>0.15%</b>

DES MOINES WATER WORKS  
Project Costs by Department - Summary  
Year to Date ended January 31, 2024 - **PRELIMINARY**  
8% of Year Completed

		Yearly Budget	Budget Adjustment /	Net Yearly 2024	Variance	% of Budget
	YTD Actual	2024	Carry Over	Budget		
Operating						
	Office of the CEO/General Manager	\$105,399	\$2,380,720	\$0	\$2,380,720	\$2,275,321 4%
	Customer Service	\$631,672	\$6,080,019	\$0	\$6,080,019	\$5,448,347 10%
	Engineering	\$229,080	\$1,819,112	\$0	\$1,819,112	\$1,590,032 13%
	Finance	\$1,650,858	\$6,628,665	\$0	\$6,628,665	\$4,977,807 25%
	Human Resources	\$216,637	\$1,399,513	\$0	\$1,399,513	\$1,182,876 15%
	Information Technology	\$374,633	\$3,573,052	\$0	\$3,573,052	\$3,198,419 10%
	Office of the Chief Operating Officer	\$95,877	\$2,841,314	\$0	\$2,841,314	\$2,745,437 3%
	Water Distribution	\$669,100	\$8,650,289	\$0	\$8,650,289	\$7,981,189 8%
	Water Production	\$1,698,499	\$27,503,557	\$0	\$27,503,557	\$25,805,058 6%
	Total Operating	\$5,671,755	\$60,876,241	\$0	\$60,876,241	\$55,204,485 9%
Capital						
	Office of the CEO/General Manager	\$0	\$0	\$0	\$0	No Budget
	Customer Service	\$164,505	\$1,818,921	\$0	\$1,818,921	\$1,654,416 9%
	Engineering	\$154,931	\$62,002,528	(\$70,000)	\$61,932,528	\$61,777,596 0%
	Finance	\$0	\$0	\$0	\$0	No Budget
	Human Resources	\$0	\$0	\$0	\$0	No Budget
	Information Technology	\$23,828	\$1,172,296	\$0	\$1,172,296	\$1,148,468 2%
	Office of the Chief Operating Officer	\$0	\$297,000	\$0	\$297,000	\$297,000 0%
	Water Distribution	\$796	\$1,502,800	\$0	\$1,502,800	\$1,502,004 0%
	Water Production	\$10,724	\$2,606,600	\$70,000	\$2,676,600	\$2,665,876 0%
	Total Capital	\$354,784	\$69,400,145	\$0	\$69,400,145	\$69,045,360 1%
Total Project Costs		\$6,026,538	\$130,276,386	\$0	\$130,276,386	\$124,249,846 5%

DES MOINES WATER WORKS  
Project Costs by Department - Summary  
Year to Date ended January 31, 2024 - PRELIMINARY  
8% of Year Completed

**Office of the CEO/General Manager**

		YTD Actual	Yearly Budget 2024	Budget Adjustment / Carry Over	Net Yearly 2024 Budget	Variance	% of Budget
Operating							
950-200	New Business, Community & Economic Dev	\$481	\$77,722	\$0	\$77,722	\$77,241	1%
996-001	CEO Department Administration	\$60,828	\$515,340	\$0	\$515,340	\$454,512	12%
996-030	Board Activities	\$11,654	\$1,287,747	\$0	\$1,287,747	\$1,276,093	1%
996-200	Business Strategies	\$9,124	\$197,162	\$0	\$197,162	\$188,038	5%
996-210	Project Management	\$9,253	\$52,376	\$0	\$52,376	\$43,123	18%
995-010	Public Policy - WS Advocate	\$14,058	\$250,372	\$0	\$250,372	\$236,314	6%
Total Operating		\$105,399	\$2,380,720	\$0	\$2,380,720	\$2,275,320	4%
OCEO Capital							
Total Capital		\$0	\$0	\$0	\$0	\$0	\$0
Total Office of CEO/General Manager		\$105,399	\$2,380,720	\$0	\$2,380,720	\$2,275,320	4%

DES MOINES WATER WORKS  
Project Costs by Department - Summary  
Year to Date ended January 31, 2024 - PRELIMINARY  
8% of Year Completed

**Customer Service**

		YTD Actual	Yearly Budget 2024	Budget Adjustment / Carry Over	Net Yearly 2024 Budget	Variance	% of Budget
Operating							
950-001	Customer Service Admin	\$188,223	\$2,684,268	\$0	\$2,684,268	\$2,496,046	7%
950-100	CS Contact Ctr and Data Quality	\$62,569	\$905,849	\$0	\$905,849	\$843,280	7%
950-300	Public Relations and Communication	\$6,357	\$203,428	\$0	\$203,428	\$197,071	3%
950-500	CS Collections and Dispatch	\$248,792	\$789,575	\$0	\$789,575	\$540,783	32%
950-600	Field CS and Water Quality	\$125,732	\$1,496,898	\$0	\$1,496,898	\$1,371,166	8%
	Total Operating	\$631,672	\$6,080,019	\$0	\$6,080,019	\$5,448,346	10%
Capital							
955-060	Field Customer Service Capital	\$164,505	\$1,818,921	\$0	\$1,818,921	\$1,654,416	9%
	Total Capital	\$164,505	\$1,818,921	\$0	\$1,818,921	\$1,654,416	9%
Total Customer Service		\$796,177	\$7,898,940	\$0	\$7,898,940	\$7,102,762	10%

DES MOINES WATER WORKS  
Project Costs by Department - Summary  
Year to Date ended January 31, 2024 - PRELIMINARY  
8% of Year Completed

**Engineering**

		YTD Actual	Yearly Budget 2024	Budget Adjustment / Carry Over	Net Yearly 2024 Budget	Variance	% of Budget
Operating							
940-001	Engineering Dept Administration	\$217,512	\$1,752,442	\$0	\$1,752,442	\$1,534,930	12%
940-010	Engineering Studies	\$11,568	\$66,669	\$0	\$66,669	\$55,101	17%
	Total Operating	\$229,080	\$1,819,112	\$0	\$1,819,112	\$1,590,031	13%
Capital							
945-010	Facility Management	\$25,375	\$11,937,149	\$0	\$11,937,149	\$11,911,774	0%
945-012	New ASR Well	\$2,318	\$3,344,754	\$0	\$3,344,754	\$3,342,436	0%
945-080	WMR - Des Moines	\$40,003	\$9,722,447	(\$70,000)	\$9,652,447	\$9,612,444	0%
945-090	WMR - Polk County	\$3,415	\$3,706,688	\$0	\$3,706,688	\$3,703,273	0%
945-095	WMR - Windsor Heights	\$1,110	\$628,939	\$0	\$628,939	\$627,829	0%
945-100	WMR - Pleasant Hill	\$0	\$622,579	\$0	\$622,579	\$622,579	0%
945-200	Development Plan Review & Inspection	\$25,203	\$484,058	\$0	\$484,058	\$458,855	5%
945-210	Core Network Feeder Mains	\$9,018	\$11,017,761	\$0	\$11,017,761	\$11,008,743	0%
945-220	Fleur Drive Treatment Plant	\$20,558	\$9,586,236	\$0	\$9,586,236	\$9,565,678	0%
945-225	McMullen Water Treatment Plant	\$1,616	\$2,202,680	\$0	\$2,202,680	\$2,201,064	0%
945-228	Saylorville Water Treatment Plant	\$26,107	\$8,388,312	\$0	\$8,388,312	\$8,362,205	0%
945-230	Remote Facilities - Pumping & Storage	\$149	\$360,924	\$0	\$360,924	\$360,775	0%
945-245	Joint SW Storage, PS and Feeder Mains	\$60	\$0	\$0	\$0	(\$60)	No Budget
	Total Capital	\$154,931	\$62,002,528	(\$70,000)	\$61,932,528	\$61,777,596	0%
Total Engineering		\$384,011	\$63,821,640	(\$70,000)	\$63,751,640	\$63,367,627	1%



DES MOINES WATER WORKS  
Project Costs by Department - Summary  
Year to Date ended January 31, 2024 - PRELIMINARY  
8% of Year Completed

**Finance**

		YTD Actual	Yearly Budget 2024	Budget Adjustment / Carry Over	Net Yearly 2024 Budget	Variance	% of Budget
Operating							
930-001	Finance Dept Administration	\$36,486	\$994,537	\$0	\$994,537	\$958,051	4%
930-010	Financial Services	\$153,854	\$2,157,299	\$0	\$2,157,299	\$2,003,445	7%
930-090	Purchasing	\$2,806	\$114,921	\$0	\$114,921	\$112,115	2%
950-410	A/R Management	\$55,757	\$1,009,409	\$0	\$1,009,409	\$953,652	6%
970-010	Central Stores	\$13,064	\$182,607	\$0	\$182,607	\$169,543	7%
970-110	Facility Maintenance	\$29,567	\$810,567	\$0	\$810,567	\$781,000	4%
970-500	GDMBG Operations and Maintenance	\$50,000	\$50,000	\$0	\$50,000	\$0	100%
	Department Operating	\$341,534	\$5,319,341	\$0	\$5,319,341	\$4,977,806	6%
930-010	Financial Services - PILOT	\$1,309,324	\$1,309,324	\$0	\$1,309,324	\$0	100%
	Total Operating	\$1,650,858	\$6,628,665	\$0	\$6,628,665	\$4,977,806	25%
Capital							
955-090	Pmt/Mail Processing Capital	\$0	\$0	\$0	\$0	\$0	No Budget
	Total Capital	\$0	\$0	\$0	\$0	\$0	No Budget
Total Finance		\$1,650,858	\$6,628,664	\$0	\$6,628,665	\$4,977,806	25%

DES MOINES WATER WORKS  
Project Costs by Department - Summary  
Year to Date ended January 31, 2024 - PRELIMINARY  
8% of Year Completed

**Human Resources**

		YTD Actual	Yearly Budget 2024	Budget Adjustment / Carry Over	Net Yearly 2024 Budget	Variance	% of Budget
Operating							
910-001	HR Administration	\$77,245	\$371,480	\$0	\$371,480	\$294,235	21%
910-010	Employee Relations	\$29,232	\$291,232	\$0	\$291,232	\$262,000	10%
910-020	Workers' Compensation	\$93,925	\$350,000	\$0	\$350,000	\$256,075	27%
910-060	Employment	\$4,054	\$136,660	\$0	\$136,660	\$132,606	3%
910-110	Compensation/Benefits	\$12,141	\$180,719	\$0	\$180,719	\$168,578	7%
910-150	Employee Learning & Growth	\$40	\$69,421	\$0	\$69,421	\$69,381	0%
Total Operating		\$216,637	\$1,399,513	\$0	\$1,399,513	\$1,182,875	15%
Capital							
Total Capital		\$0	\$0	\$0	\$0	\$0	No Budget
Total Human Resources		\$216,637	\$1,399,513	\$0	\$1,399,513	\$1,182,875	15%

DES MOINES WATER WORKS  
Project Costs by Department - Summary  
Year to Date ended January 31, 2024 - PRELIMINARY  
8% of Year Completed

**Information Technology**

		YTD Actual	Yearly Budget 2024	Budget Adjustment / Carry Over	Net Yearly 2024 Budget	Variance	% of Budget
Operating							
920-001	IT Administration	\$63,464	\$858,406	\$0	\$858,406	\$794,942	7%
920-160	Technical Services	\$11,818	\$204,751	\$0	\$204,751	\$192,933	6%
920-240	IT Development	\$2,716	\$97,663	\$0	\$97,663	\$94,947	3%
920-250	IT Services	\$242,749	\$1,320,453	\$0	\$1,320,453	\$1,077,704	18%
920-350	System Services	\$53,886	\$1,091,778	\$0	\$1,091,778	\$1,037,892	5%
	Total Operating	\$374,633	\$3,573,052	\$0	\$3,573,052	\$3,198,418	10%
Capital							
925-010	Info Systems Capital	\$23,828	\$1,172,296	\$0	\$1,172,296	\$1,148,468	2%
	Total Capital	\$23,828	\$1,172,296	\$0	\$1,172,296	\$1,148,468	2%
Total Information Technology		\$398,461	\$4,745,348	\$0	\$4,745,348	\$4,346,886	8%

DES MOINES WATER WORKS  
Project Costs by Department - Summary  
Year to Date ended January 31, 2024 - PRELIMINARY  
8% of Year Completed

**Office of the Chief Operating Officer**

		YTD Actual	Yearly Budget 2024	Budget Adjustment / Carry Over	Net Yearly 2024 Budget	Variance	% of Budget
Operating							
993-000	OCOO Department Administration	\$46,823	\$798,327	\$0	\$798,327	\$751,504	6%
960-510	Risk / Incident Management	\$2,639	\$923,955	\$0	\$923,955	\$921,316	0%
910-240	Safety	\$7,867	\$299,188	\$0	\$299,188	\$291,321	3%
970-060	Grounds Maintenance	\$38,548	\$819,843	\$0	\$819,843	\$781,295	5%
	Total Operating	\$95,877	\$2,841,314	\$0	\$2,841,314	\$2,745,436	3%
Capital							
975-005	Grounds Capital	\$0	\$297,000	\$0	\$297,000	\$297,000	0%
	Total Capital	\$0	\$297,000	\$0	\$297,000	\$297,000	0%
Total Office of the COO		\$95,877	\$3,138,314	\$0	\$3,138,314	\$3,042,436	3%

DES MOINES WATER WORKS  
Project Costs by Department - Summary  
Year to Date ended January 31, 2024 - PRELIMINARY  
8% of Year Completed

**Water Distribution**

		YTD Actual	Yearly Budget 2024	Budget Adjustment / Carry Over	Net Yearly 2024 Budget	Variance	% of Budget
Operating							
960-010	Distribution Administration	\$235,835	\$3,129,710	\$0	\$3,129,710	\$2,893,875	8%
960-100	Distribution System Maint/Repairs	\$344,259	\$3,403,219	\$0	\$3,403,219	\$3,058,960	10%
960-160	Distribution Support	\$11,370	\$489,625	\$0	\$489,625	\$478,255	2%
960-180	Leak Detection and Locating	\$56,440	\$769,479	\$0	\$769,479	\$713,039	7%
960-250	Distribution Billed Services	\$21,196	\$858,255	\$0	\$858,255	\$837,059	2%
	Total Operating	\$669,100	\$8,650,289	\$0	\$8,650,289	\$7,981,188	8%
Capital							
965-010	Distribution System Improvements	\$796	\$1,430,900	\$0	\$1,430,900	\$1,430,104	0%
965-025	Dist Billed Services Capital	\$0	\$17,500	\$0	\$17,500	\$17,500	0%
965-200	Leak Detection Equipment	\$0	\$54,400	\$0	\$54,400	\$54,400	0%
	Total Capital	\$796	\$1,502,800	\$0	\$1,502,800	\$1,502,004	0%
Total Water Distribution		\$669,896	\$10,153,089	\$0	\$10,153,089	\$9,483,192	7%

DES MOINES WATER WORKS  
Project Costs by Department - Summary  
Year to Date ended January 31, 2024 - PRELIMINARY  
8% of Year Completed

**Water Production**

		YTD Actual	Yearly Budget 2024	Budget Adjustment / Carry Over	Net Yearly 2024 Budget	Variance	% of Budget
Operating							
970-200	Vehicle Maintenance	\$87,382	\$1,314,921	\$0	\$1,314,921	\$1,227,539	7%
970-360	Communication System Maintenance	\$3,258	\$53,370	\$0	\$53,370	\$50,112	6%
970-450	HVAC Operations & Maintenance	\$8,123	\$146,192	\$0	\$146,192	\$138,069	6%
980-001	Water Production Department Admin	\$306,889	\$4,409,898	\$0	\$4,409,898	\$4,103,009	7%
980-010	Water Production Operations	\$98,406	\$1,253,566	\$0	\$1,253,566	\$1,155,160	8%
980-020	Fleur Drive Chemicals & Energy	\$615,884	\$9,408,851	\$0	\$9,408,851	\$8,792,967	7%
980-030	McMullen Treatment Chemicals & Energy	\$138,880	\$3,191,823	\$0	\$3,191,823	\$3,052,943	4%
980-040	SWTP Chemical & Energy	\$63,812	\$1,695,439	\$0	\$1,695,439	\$1,631,627	4%
980-200	Fleur Plant Maintenance	\$152,097	\$1,979,942	\$0	\$1,979,942	\$1,827,845	8%
980-250	McMullen Plant Maintenance	\$44,077	\$610,479	\$0	\$610,479	\$566,402	7%
980-300	Saylorville Plant Maintenance	\$41,885	\$624,845	\$0	\$624,845	\$582,960	7%
980-350	WP Maintenance Oversight	\$18,315	\$239,727	\$0	\$239,727	\$221,412	8%
980-410	Louise P Moon Pumping & Maint	\$21,788	\$610,156	\$0	\$610,156	\$588,368	4%
980-420	PC PS Pumping Station	\$5,903	\$169,446	\$0	\$169,446	\$163,543	3%
980-430	DM Remote Storage & Pumping	\$32,927	\$967,669	\$0	\$967,669	\$934,742	3%
980-500	Routine Laboratory Monitoring	\$57,581	\$657,198	\$0	\$657,198	\$599,617	9%
980-530	Source Water Quality	\$1,293	\$170,034	\$0	\$170,034	\$168,741	1%
	Total Operating	\$1,698,499	\$27,503,557	\$0	\$27,503,557	\$25,805,057	6%
Capital							
985-010	Water Production Reinvestment	\$10,724	\$1,238,500	\$0	\$1,238,500	\$1,227,776	1%
975-010	Vehicle Replacement	\$0	\$1,368,100	\$70,000	\$1,438,100	\$1,438,100	0%
	Total Capital	\$10,724	\$2,606,600	\$70,000	\$2,676,600	\$2,665,876	0%
Total Water Production		\$1,709,223	\$30,110,157	\$70,000	\$30,180,157	\$28,470,933	6%

MONTHLY SCHEDULE FOR THE MONTH OF JANUARY 2024

ACCOUNTS PAYABLE MONTHLY SCHEDULE	Weekly Check Runs	8,248,337.19
EMPLOYEE PAYROLL	Bi Weekly Payrolls	<u>942,676.22</u>
TOTAL		<u><u>\$9,191,013.41</u></u>

## PAYMENTS FOR JANUARY, 2024

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
273663	Customer Refunds	Refund	\$522.89
273664	Customer Refunds	Refund	28.50
273665	Customer Refunds	Refund	92.12
273666	Customer Refunds	Refund	750.00
273667	Customer Refunds	Refund	110.62
273668	Customer Refunds	Refund	157.73
273669	Customer Refunds	Refund	163.90
273670	Customer Refunds	Refund	48.11
273671	Customer Refunds	Refund	155.27
273672	Customer Refunds	Refund	178.53
273673	Customer Refunds	Refund	14.57
273674	Customer Refunds	Refund	181.16
273675	Customer Refunds	Refund	867.05
273676	Customer Refunds	Refund	173.72
273677	Customer Refunds	Refund	81.83
273678	Customer Refunds	Refund	170.39
273679	Customer Refunds	Refund	35.33
273680	Customer Refunds	Refund	4,023.00
273681	Customer Refunds	Refund	39.13
273682	Customer Refunds	Refund	141.48
273683	Customer Refunds	Refund	112.84
273684	Customer Refunds	Refund	226.73
273685	Customer Refunds	Refund	46.94
273686	Customer Refunds	Refund	157.18
273687	Customer Refunds	Refund	14.58
273688	Customer Refunds	Refund	23.37
273689	Customer Refunds	Refund	65.80
273690	Customer Refunds	Refund	13.09
273691	Customer Refunds	Refund	22.67
273692	Customer Refunds	Refund	74.47
273693	Customer Refunds	Refund	139.72
273694	Customer Refunds	Refund	147.99
273695	Customer Refunds	Refund	167.00
273696	Customer Refunds	Refund	172.09
273697	Customer Refunds	Refund	851.85
273698	Customer Refunds	Refund	206.29
273699	Customer Refunds	Refund	106.26
273700	Customer Refunds	Refund	1,801.38
273701	Customer Refunds	Refund	222.42
273702	Keystone Laboratories	Operating Purchased Services	102.50
273703	Kirkham Michael	Capital Consultants	640.00
273704	Larry's Window Service Inc.	Operating Purchased Services	120.00
273705	Lindsey Wanderscheid	Operating & Capital Travel - Mileage	272.22
273706	McMaster-Carr Supply Company	Inventory	701.38
273707	Melissa Goben	Operating Materials & Supplies, Mileage	38.26
273708	Menard's	Operating Materials & Supplies	114.97
273709	Midwest Office Technology Inc.	Operating Printing & Copies	1,092.08



## PAYMENTS FOR JANUARY, 2024

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
273710	MSC Industrial Supply Company	Operating Vehicle Maintenance Materials	1,485.11
273711	Nate Todd Construction	Capital Contractors	4,500.00
273712	Ottsen Oil Company	Inventory	2,590.58
273713	Peterbilt of Des Moines	Operating Vehicle Maintenance Materials	400.13
273714	Power Process Equipment Inc.	Inventory	4,746.28
273715	Snyder & Associates Inc.	Capital Consultants	1,832.00
273716	Straub Corporation	Inventory	2,284.50
273717	Subsurface Solutions	Operating Materials & Supplies	1,596.98
273718	Superior Industrial Equipment	Inventory	1,023.51
273719	The Filter Shop	Inventory	125.00
273720	Total Tool	Inventory	126.53
273721	TPx Communications	Operating Internet/Data	2,537.26
273722	True North Controls	Inventory	52.00
273723	ULINE	Inventory	204.63
273724	USA Bluebook	Inventory	2,662.07
273725	USA Safety Supply Corp	Inventory	285.84
273726	Allender Butzke Engineers Inc.	Capital Consultants	4,090.30
273727	Amazon Capital Services Inc	Operating Materials & Supplies	1,654.95
273728	Capital Sanitary Supply	Inventory	1,485.53
273729	Force Fitters	Inventory	965.00
273730	Grainger Inc.	Inventory	2,649.71
273731	Graybar Electric Company	Inventory	584.40
273732	Veenstra & Kimm Inc.	Capital Consultants	869.37
273733	Vessco	Inventory	1,657.41
273734	VWR International LLC	Operating Materials & Supplies	2,695.37
273735	Waldinger Corporation	Operating Contractors	3,977.94
273736	Acme Tools	Inventory	393.66
273737	Ahlers Cooney PC	Operating Legal Fees	66.00
273738	Air Products	Inventory	2,392.50
273739	Alex Veach	Safety Clothing	200.00
273740	Aspen Equipment	Capital Vehicle Maintenance Materials	2,216.83
273741	Austin Westerman	Safety Boots & Safety Clothing	400.00
273742	Badger Daylighting	Operating Purchased Services	3,909.16
273743	Bearing Headquarters Company	Operating Materials & Supplies	82.23
273744	Bolton & Menk Inc	Capital Consultants	4,777.50
273745	Brady Truck & Equipment	Operating Vehicle Maintenance Materials	160.00
273746	Canon Financial Services Inc	Operating Materials & Supplies	1,557.65
273747	Capital Sanitary Supply	Inventory	120.20
273748	CenturyLink	Operating Telephone Services	256.84
273749	City Supply Corporation	Inventory	191.51
273750	Combined Systems Technology Inc.	Operating Materials & Supplies	1,125.00
273751	Contract Specialty L.C.	Operating Park Materials	92.00
273752	CONVERGEONE INC	Licenses & Certifications	4,352.00
273753	Core and Main	Inventory	383.05
273754	Cortrol Process Systems	Inventory	4,746.31
273755	Donna K Heckman	Operating Materials & Supplies, Food & Beverages	973.83
273756	Douglas K. Oscarson	Operating Consultants	1,787.10

## PAYMENTS FOR JANUARY, 2024

<b><u>Check No.</u></b>	<b><u>Paid to:</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
273757	Dultmeier Sales LLC	Inventory	333.07
273758	DXP	Inventory	2,899.22
273759	Fastenal Company	Inventory	417.00
273760	First Choice Coffee	Operating Food & Beverage	475.50
273761	Garratt-Callahan Company	Operating Contractors	558.33
273762	Hotsy Cleaning Systems	Operating Materials & Supplies	751.53
273763	IAMU	Operating Dues and Memberships	3,191.00
273764	IDEXX Laboratories Inc.	Operating Materials & Supplies	706.95
273765	Illinois Mutual & Life Casualty Company	Insurance Withholding	17.81
273766	Image Solutions	Operating Office Supplies	282.59
273767	Industrial Glassware	Operating Materials & Supplies	1,151.07
273768	Industrial Scientific Corporation	Operating Dues and Memberships	2,315.03
273769	Iowa Environmental Services	Capital Contractors	50.00
273770	Iowa Public Radio	Operating Advertising	1,394.00
273771	Izaak Walton League	Operating Purchased Services	1,000.00
273772	Jared Aalbers	Safety Clothing	51.35
273773	Jeremy Swain	Safety Clothing	200.00
273774	Joseph Cook	Safety Boots & Safety Clothing	392.56
273775	Karey Alvarado	Safety Clothing	117.69
273776	Liberty Tire Recycling Services Iowa	Operating Purchased Services	248.27
273777	Mike Haines	Safety Boots & Safety Clothing	385.49
273778	Plumb Supply Company	Operating Materials & Supplies	1,291.67
273779	Polk County Recorder	Capital Materials & Supplies	3.00
273780	Premier Safety	Inventory	881.26
273781	Scott Bierman	Operating Materials & Supplies	1,095.99
273782	Todd Monson	Safety Clothing	53.49
273783	Tommy Gookin	Safety Boots	200.00
273784	Union Pacific	Capital Purchased Services	1,750.00
273785	University of Southern California	Operating Dues and Memberships	1,000.00
273786	Warren Water District	Operating Purchased Services	2,142.00
273787	White Cap, L.P.	Inventory	554.36
273788	Woodland Lake Estate Association	Woodland Lakes Estates Payable	4,015.59
273789	Kemira Water Solutions Inc	Inventory	37,620.36
273790	KFI Engineers	Capital Consultants	13,815.32
273791	Layne Christensen Company	Capital Contractors	310,488.50
273792	Mississippi Lime Company	Inventory	79,852.76
273793	Municipal Supply Inc.	Inventory	38,183.33
273794	Neptune Technology Group Inc	Capital Materials & Supplies	24,297.00
273795	Tension Envelope Corporation	Inventory	7,990.70
273796	Van Meter Industrial Inc.	Capital Materials & Supplies	46,702.02
273797	Aclara Technologies LLC	Inventory	21,277.49
273798	Advocacy Strategies LLC	Operating Consultants	10,625.00
273799	Aqueous Infrastructure Management	Operating Contractors	10,572.00
273800	Bankers Trust Company	Corporate Credit Card	8,749.73
273801	Bentley Systems Inc.	Capital Maintenance Contracts	15,773.25
273802	Calgon Carbon Kuraray	Inventory	64,288.00
273803	City of Alleman	Alleman Payable	7,779.40

## PAYMENTS FOR JANUARY, 2024

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
273804	City of Cumming	Cumming Payable	7,796.87
273805	City of Pleasant Hill	Billing Service Revenue	280,022.38
273806	City of Runnells	Billing Service Revenue	7,716.81
273807	City of Windsor Heights	Billing Service Revenue	60,482.59
273808	Dixie Petro-Chem Inc.	Inventory	18,200.04
273809	DuBois Chemicals INC	Inventory	12,940.34
273810	Greenfield Plaza Sanitary Sewer	Billing Service Revenue	30,845.60
273811	HDR Engineering	Capital Consultants	46,599.84
273812	Heartland Business Systems	Operating Maintenance Contracts	8,051.00
273813	HomeServe USA	Billing Service Revenue	219,348.82
273814	Northway Well and Pump Company	Capital Contractors	12,500.00
273815	Polk County	Billing Service Revenue	65,821.57
273816	Polk County Treasurer	Billing Service Revenue	32,082.56
273817	Truck Equipment Inc.	Capital Vehicle Maintenance Materials	7,174.00
273818	Urbandale/Windsor Heights Sanitary Dist	Billing Service Revenue	40,333.76
273819	Wellmark Blue Cross & Blue Shield of IA	Group Insurance Premiums	26,291.70
273821	Customer Refunds	Refund	60.16
273822	Customer Refunds	Refund	57.58
273823	Customer Refunds	Refund	108.66
273824	Customer Refunds	Refund	128.36
273825	Customer Refunds	Refund	40.70
273826	Customer Refunds	Refund	46.36
273827	Customer Refunds	Refund	169.20
273828	Customer Refunds	Refund	188.54
273829	Customer Refunds	Refund	1,470.74
273830	Customer Refunds	Refund	1,590.67
273831	Customer Refunds	Refund	1,809.36
273832	Customer Refunds	Refund	642.44
273833	Customer Refunds	Refund	76.90
273834	Customer Refunds	Refund	19.96
273835	Customer Refunds	Refund	138.53
273836	Customer Refunds	Refund	108.47
273837	Customer Refunds	Refund	208.83
273838	Customer Refunds	Refund	142.62
273839	Customer Refunds	Refund	688.86
273840	Customer Refunds	Refund	31.36
273841	Customer Refunds	Refund	234.87
273842	Customer Refunds	Refund	62.44
273843	Customer Refunds	Refund	51.83
273844	Customer Refunds	Refund	170.19
273845	Customer Refunds	Refund	50.08
273846	AccuCopy	Capital Printing & Copies	167.90
273847	Acme Tools	Operating Materials & Supplies	349.56
273848	Advanced Utility Systems Div N. Harris C	Operating Purchased Services	2,200.00
273849	AGRILAND FS INC	Inventory	99.80
273850	Air Products	Inventory	5,178.14
273851	Air-Mach Air Compressor & Machine Co	Inventory	66.00

## PAYMENTS FOR JANUARY, 2024

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
273852	AssuredPartners Great Plains LLC	Group Insurance Premiums	9,394.00
273853	Aureon Communications	Operating Internet/Data	7,406.43
273854	Automation Direct	Operating Materials & Supplies	1,084.00
273855	Baker Electric Inc.	Capital Purchased Services	997.60
273856	Bearing Headquarters Company	Inventory	188.16
273857	Bob Brown Chevrolet Inc.	Operating Vehicle Maintenance Materials	82.81
273858	Calgon Carbon Kuraray	Inventory	34,034.00
273859	Cintas	Operating Purchased Services	2,315.07
273860	City of Des Moines	Operating Purchased Services	1,268.25
273861	City of Pleasant Hill	Operating Purchased Services	40.00
273862	Commercial Supply Co	Inventory	30.00
273863	Core and Main	Inventory	5,068.84
273864	Corrpro Companies Inc.	Capital Materials & Supplies	1,585.58
273865	CTI Ready Mix	Operating Concrete	8,923.25
273866	Douglas K. Oscarson	Operating Consultants	1,787.10
273867	Dultmeier Sales LLC	Inventory	115.60
273868	DXP	Inventory	3,864.96
273869	Electrical Engineering & Equipment Co.	Inventory	642.54
273870	Electronic Engineering Company	Operating Purchased Services	1,360.00
273871	Fastenal Company	Inventory	571.48
273872	Force Fitters	Operating Materials & Supplies	48.50
273873	Grainger Inc.	Inventory	1,254.67
273874	Graybar Electric Company	Inventory	113.11
273875	Great Lakes Lifting Solutions LLC	Operating Vehicle Maintenance Materials	950.75
273876	Greater Des Moines Botanical Gardens	Operating Purchased Services	50,000.00
273877	IMEG Corp	Capital Consultants	1,940.00
273878	Kemira Water Solutions Inc	Inventory	25,110.00
273879	Keystone Laboratories	Operating Purchased Services	88.50
273880	Kinzler Construction Services	Operating Purchased Services	504.50
273881	Martin Marietta Aggregates	Inventory	13,177.45
273882	McMaster-Carr Supply Company	Inventory	190.00
273883	Menard's	Operating Materials & Supplies	61.56
273884	Midland Plastics	Inventory	1,987.91
273885	Midwest Wheel Companies	Operating Tools	270.91
273886	Mississippi Lime Company	Inventory	62,970.80
273887	MSC Industrial Supply Company	Inventory	196.54
273888	Municipal Supply Inc.	Inventory	20,260.90
273889	Murphy Tractor & Equipment	Operating Vehicle Maintenance Materials	1,028.10
273890	Alex Veach	Safety Boots	200.00
273891	Amazon Capital Services Inc	Operating Materials & Supplies	2,684.92
273892	Badger Daylighting	Operating Purchased Services	2,122.92
273893	City Supply Corporation	Operating Materials & Supplies	23.45
273894	Gilcrest Jewett Lumber Company	Inventory	946.43
273895	James Peitzman	Operating Travel - Mileage	106.11
273896	Jim Smith	Safety Boots	205.00
273897	MH Equipment	Operating Vehicle Maintenance Materials	211.46
273898	Miller The Killer	Operating Purchased Services	225.00

## PAYMENTS FOR JANUARY, 2024

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
273899	MSC Industrial Supply Company	Inventory	98.76
273900	Nichols Equipment LLC	Capital Purchased Services	2,508.50
273901	O'Halloran International	Operating Vehicle Maintenance Materials	60.06
273902	Ottsen Oil Company	Inventory	280.67
273903	Pat Bruner	Conferences, Dues & Memberships	2,145.60
273904	Peterbilt of Des Moines	Operating Vehicle Maintenance Materials	131.24
273905	Plumb Supply Company	Inventory	107.59
273906	Premier Safety	Inventory	1,540.62
273907	Print Image Solutions Inc.	Inventory	443.00
273908	Radwell International	Operating Materials & Supplies	321.76
273909	Reppert Rigging & Hauling Co.	Capital Contractors	400.00
273910	Schlarbaum Auto Body	Operating Purchased Services	2,367.97
273911	SEI Security Equipment Inc	Operating Contractors	125.22
273912	Servicemaster Commercial Carpet Inc.	Operating Purchased Services	1,028.56
273913	Shimadzu Scientific Instrument	Operating Maintenance Contracts	2,750.70
273914	Tech Sales Company	Inventory	409.00
273915	Thyssenkrupp Elevator Corporation	Operating Purchased Services	746.70
273916	Torgerson Excavating	Operating Plumbing	1,638.00
273917	Total Tool	Inventory	270.42
273918	Truck Center Companies	Operating Vehicle Maintenance Materials	142.13
273919	True North Controls	Inventory	108.00
273920	ULINE	Inventory	78.46
273921	UPHDM Occupational Medicine	Operating Purchased Services	1,113.29
273922	UPS	Operating Courier/Shipping	8.44
273923	USA Bluebook	Inventory	609.71
273924	USA Safety Supply Corp	Inventory	272.65
273925	Valley Environmental	Operating Purchased Services	157.50
273926	Vern Rash	Operating Travel - Mileage	568.54
273927	Vessco	Inventory	647.66
273928	Waste Management of Iowa Inc.	Operating Purchased Services	582.59
273929	Waste Solutions of Iowa	Operating Purchased Services	1,450.00
273930	Ziegler Inc.	Operating Contractors	754.17
273931	American Fence of Iowa	Operating Contractors	6,456.00
273932	Brockway Mechanical & Roofing Co Inc.	Capital Contractors	25,645.25
273933	City of Des Moines	Capital Contractors	405,711.49
273934	McClure Engineering Company	Capital Consultants	10,935.00
273935	Phoenix Security Contractors LLC	Operating Purchased Services	23,085.24
273936	Snyder & Associates Inc.	Capital Consultants	58,199.88
273937	Superior Industrial Equipment	Operating Contractors	13,412.48
273938	SVPA Architects Inc	Capital Consultants	11,540.69
273939	Van Meter Industrial Inc.	Capital Materials & Supplies	18,814.84
273940	Waldinger Corporation	Operating Contractors	29,487.00
273941	Water Research Foundation	Operating Dues and Memberships	19,008.00
273942	Wiss Janney Elstner Associates Inc.	Capital Consultants	6,900.00
273943	Customer Refunds	Refund	145.18
273944	Customer Refunds	Refund	3,997.39
273945	Customer Refunds	Refund	78.35

## PAYMENTS FOR JANUARY, 2024

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
273946	Customer Refunds	Refund	37.76
273947	Customer Refunds	Refund	126.93
273948	Customer Refunds	Refund	171.48
273949	Customer Refunds	Refund	193.97
273950	Customer Refunds	Refund	2,955.78
273951	Customer Refunds	Refund	1,890.91
273952	Customer Refunds	Refund	1,837.81
273953	Customer Refunds	Refund	23.32
273954	Customer Refunds	Refund	1,154.86
273955	Customer Refunds	Refund	70.64
273956	Customer Refunds	Refund	401.68
273957	Customer Refunds	Refund	31.29
273958	Customer Refunds	Refund	455.69
273959	Customer Refunds	Refund	43.70
273960	Customer Refunds	Refund	95.95
273961	Customer Refunds	Refund	533.27
273962	Customer Refunds	Refund	45.84
273963	Customer Refunds	Refund	174.30
273964	Customer Refunds	Refund	89.54
273965	Customer Refunds	Refund	139.41
273966	Air Products	Inventory	8,361.23
273967	Cintas	Operating Purchased Services	6,962.75
273968	Dixie Petro-Chem Inc.	Inventory	18,606.67
273969	DTM Solutions	Operating Contractors	12,500.00
273970	Harn R/O Systems Inc.	Capital Consultants	6,000.00
273971	Kemira Water Solutions Inc	Inventory	12,527.10
273972	Mail Services LLC	Operating Postage	16,981.10
273973	Mississippi Lime Company	Inventory	44,945.91
273974	Renewable Energy Group	Inventory	12,990.42
273975	Superior Industrial Equipment	Inventory	92,292.63
273976	Synagro Central LLC	Operating Contractors	529,354.13
273977	Torgerson Excavating	Operating Plumbing	152,277.00
273978	Total Tool	Operating Materials & Supplies	10,447.27
273979	Waldinger Corporation	Capital Consultants	50,538.89
273980	Wellmark Blue Cross & Blue Shield of IA	Group Insurance Premiums	26,040.95
273981	Ziegler Inc.	Operating Contractors	86,745.87
273982	Dickinson, Bradshaw, Folwer & Hagen, P.C.	Operating Legal Fees	10,141.00
273983	Edge Commercial	Capital Consultants	124,293.15
273984	Mid American Energy	Utilities - Electric & Natural Gas	188,883.15
273985	Mississippi Lime Company	Inventory	11,004.63
273986	OnSolve	Operating Maintenance Contracts	40,480.65
273987	Phoenix Security Contractors LLC	Operating Purchased Services	22,568.61
273988	Vessco	Inventory	14,417.45
273989	Acme Tools	Inventory	36.54
273990	Adel Kiwanis	Operating Entertainment	2,205.00
273991	Airgas North Central	Operating Tools	643.52
273992	Allender Butzke Engineers Inc.	Capital Consultants	622.78

## PAYMENTS FOR JANUARY, 2024

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
273993	Allied Wire and Cable	Inventory	74.71
273994	Amazon Capital Services Inc	Operating Materials & Supplies	957.74
273995	American Marking Inc.	Operating Office Supplies	17.00
273996	American Toppers/Line-X	Operating Materials & Supplies	568.00
273997	Baker Group	Operating Contractors	2,113.50
273998	Bob Brown Chevrolet Inc.	Operating Materials & Supplies	542.36
273999	Bonnie's Barricades	Operating Contractors	4,790.30
274000	C. H. McGuinness Company Inc.	Operating Materials & Supplies	455.54
274001	Caitlin Caldwell	Operating Materials & Supplies	70.04
274002	Canon Financial Services Inc	Operating Materials & Supplies	394.61
274003	Capital Sanitary Supply	Inventory	18.80
274004	Carquest	Operating Materials & Supplies	1,698.89
274005	CenturyLink	Operating Telephone Services	102.72
274006	City of Des Moines	Operating Contractors	1,890.00
274007	Cody Chapman	Safety Boots	139.05
274008	Cody Welch	Operating Licenses & Certifications	115.83
274009	Commercial Supply Co	Inventory	387.50
274010	CONVERGEONE INC	Operating Internet/Data	2,486.14
274011	Core and Main	Inventory	823.20
274012	Cross Technologies, Inc	Operating Contractors	556.42
274013	Darrell Blair	Safety Glasses	142.75
274014	Des Moines Stamp	Operating Materials & Supplies	232.00
274015	Doug Garnett	Operating Travel - Mileage	331.04
274016	Douglas K. Oscarson	Operating Consultants	1,809.30
274017	Dultmeier Sales LLC	Inventory	95.08
274018	EST Analytical	Operating Maintenance Contracts	4,570.00
274019	Fastenal Company	Inventory	871.42
274020	Fisher Scientific	Operating Materials & Supplies	176.22
274021	Force Fitters	Operating Employee Job Costs - Misc	2,924.25
274022	Grainger Inc.	Inventory	2,397.70
274023	Graybar Electric Company	Inventory	495.80
274024	H & H Plumbing Inc	Operating Plumbing	1,242.12
274025	Hicklin's Waters Edge Marine	Operating Materials & Supplies	1,233.07
274026	Hy-Vee	Operating Food & Beverage	172.17
274027	Image Solutions	Operating Office Supplies	76.05
274028	IMEG Corp	Capital Consultants	2,500.00
274029	Indelco Plastics	Inventory	3,335.78
274030	Interstate All Battery	Operating Materials & Supplies	272.16
274031	Iowa Department of Natural Resources	Capital Licenses & Certifications	1,132.50
274032	Iowa One Call	Operating Purchased Services	3,705.80
274033	Iowa Prison Industries	Operating Materials & Supplies	941.60
274034	IP Pathways LLC	Operating Materials & Supplies	1,959.46
274035	Jethro's Southside	Operating Food & Beverage	71.80
274036	Joe Jones JR	Safety Glasses & Safety Clothing	575.00
274037	Keystone Laboratories	Operating Purchased Services	396.00
274038	Lawson Products Inc.	Inventory	22.22
274039	Logan Contractors Supply Inc.	Operating Materials & Supplies	686.90

## PAYMENTS FOR JANUARY, 2024

<b><u>Check No.</u></b>	<b><u>Paid to:</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
274040	McMaster-Carr Supply Company	Operating Vehicle Maintenance Materials	1,034.12
274041	Melissa Goben	Operating Materials & Supplies, Mileage	142.60
274042	Menard's	Operating Vehicle Maintenance Materials	366.85
274043	Mesa Products	Inventory	134.26
274044	Midwest Wheel Companies	Operating Materials & Supplies	3,961.64
274045	Miller The Killer	Operating Purchased Services	358.00
274046	Municipal Supply Inc.	Inventory	3,720.38
274047	Murphy Tractor & Equipment	Operating Materials & Supplies	654.23
274048	Napa Auto Parts	Operating Materials & Supplies	1,846.34
274049	Neptune Technology Group Inc	Operating Materials & Supplies	798.89
274050	Nichols Equipment LLC	Operating Purchased Services	367.20
274051	NPELRA	Operating Dues and Memberships	215.00
274052	One Source	Operating Purchased Services	540.00
274053	Ottsen Oil Company	Inventory	95.25
274054	Pollard Company	Inventory	312.69
274055	Power Seal	Inventory	4,573.58
274056	Premier Safety	Inventory	447.73
274057	Propio Language Services	Operating Purchased Services	439.46
274058	Ramco Innovations	Inventory	1,778.53
274059	REPNET Inc.	Inventory	1,005.32
274060	RevSpring, Inc.	Operating Purchased Services	950.00
274061	Roy's Towing and Recovery	Operating Purchased Services	35.00
274062	Sam Riccelli	Safety Boots	181.89
274063	SEI Security Equipment Inc	Operating Materials & Supplies	1,599.10
274064	Shad Haidsiak	Capital Travel - Mileage	20.97
274065	Sherwin Williams	Capital Materials & Supplies	209.96
274066	Stanley Consultants	Capital Consultants	793.63
274067	Star Equipment Ltd.	Operating Vehicle Maintenance Materials	338.87
274068	State Hygienic Laboratory	Operating Purchased Services	4,939.00
274069	Strauss Security Solutions	Inventory	406.10
274070	Taylor Andrew	Capital Travel - Mileage	72.38
274071	Transcat Inc	Operating Materials & Supplies	501.28
274072	Truck Equipment Inc.	Capital Vehicle Maintenance Materials	1,992.38
274073	ULINE	Operating Materials & Supplies	79.64
274074	UPS	Operating Courier/Shipping	55.42
274075	USA Bluebook	Inventory	414.43
274076	Van Meter Industrial Inc.	Operating Materials & Supplies	229.12
274077	Veenstra & Kimm Inc.	Capital Consultants	1,000.00
274078	Verizon ConnectTelo Inc.	Operating Vehicle Maintenance Materials	2,027.40
274079	Verizon Wireless Messaging Service	Operating Telephone Services	4,919.97
274080	VWR International LLC	Inventory	314.50
274081	Waste Management of Iowa Inc.	Operating Purchased Services	1,913.89
274082	White Cap, L.P.	Inventory	261.90
274083	Ziegler Inc.	Inventory	868.48
274084	Customer Refunds	Refund	21.14
274085	Customer Refunds	Refund	170.92
274086	Customer Refunds	Refund	57.25



## PAYMENTS FOR JANUARY, 2024

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
274087	Customer Refunds	Refund	28.59
274088	Customer Refunds	Refund	68.30
274089	Customer Refunds	Refund	161.20
274090	Customer Refunds	Refund	29.16
274091	Customer Refunds	Refund	157.84
274092	Customer Refunds	Refund	160.36
274093	Customer Refunds	Refund	20.55
274094	Customer Refunds	Refund	175.99
274095	Customer Refunds	Refund	94.65
274096	Customer Refunds	Refund	60.65
274097	Customer Refunds	Refund	144.12
274098	Customer Refunds	Refund	164.25
274099	Customer Refunds	Refund	84.77
274100	Customer Refunds	Refund	1,930.44
274101	Customer Refunds	Refund	1,085.83
274102	Customer Refunds	Refund	1,090.13
274103	Customer Refunds	Refund	150.88
274104	Customer Refunds	Refund	37.22
274105	Customer Refunds	Refund	128.51
274106	Customer Refunds	Refund	46.30
274107	Customer Refunds	Refund	138.76
274108	Customer Refunds	Refund	67.31
274109	Customer Refunds	Refund	14.18
274110	Customer Refunds	Refund	66.29
274111	Customer Refunds	Refund	51.53
274112	Acme Tools	Inventory	27.10
274113	Airgas North Central	Operating Materials & Supplies	301.21
274114	Amazon Capital Services Inc	Operating Materials & Supplies	3,380.92
274115	Applied Industrial Technologies	Operating Vehicle Maintenance Materials	3,711.45
274116	Badger Daylighting	Operating Purchased Services	3,187.78
274117	Baldwin Supply Company	Inventory	103.44
274118	Bob Brown Chevrolet Inc.	Operating Vehicle Maintenance Materials	211.94
274119	Bolton & Menk Inc	Capital Consultants	979.50
274120	Boomi LP	Capital Consultants	510.00
274121	Capital Sanitary Supply	Inventory	1,701.14
274122	Cintas	Operating Purchased Services	2,352.62
274123	City of Des Moines	Operating Contractors	1,520.36
274124	City Supply Corporation	Inventory	205.01
274125	Combined Systems Technology Inc.	Operating Materials & Supplies	711.40
274126	Consumer Energy	Operating Electrical Power	402.51
274127	CONVERGEONE INC	Operating Internet/Data	1,949.44
274128	Core and Main	Inventory	3,001.24
274129	CTI Ready Mix	Operating Concrete	807.50
274130	Daniel Rule	Safety Boots	35.83
274131	Dee Clarke	Safety Boots	59.51
274132	Dezurik c/o Mellen & Associates	Inventory	583.12
274133	DocuSign	Operating Purchased Services	4,499.91

## PAYMENTS FOR JANUARY, 2024

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
274134	Doug Anderson	Safety Boots	155.14
274135	Douglas K. Oscarson	Operating Consultants	1,820.40
274136	Electrical Engineering & Equipment Co.	Inventory	1,104.60
274137	First Choice Coffee	Operating Food & Beverage	450.00
274138	Force Fitters	Inventory	387.25
274139	Grainger Inc.	Inventory	977.91
274140	Graybar Electric Company	Inventory	790.80
274141	IDEXX Laboratories Inc.	Operating Materials & Supplies	634.70
274142	Image Solutions	Operating Employee Job Costs - Misc	394.80
274143	Ingersoll Rand	Inventory	184.49
274144	Lawson Products Inc.	Inventory	41.85
274145	McMaster-Carr Supply Company	Inventory	1,366.94
274146	Mediacom Business	Operating Purchased Services	454.90
274147	Menard's	Operating Materials & Supplies	155.96
274148	Mid-Iowa Solid Waste Equipment Co.	Operating Materials & Supplies	314.56
274149	Midwest Office Technology Inc.	Operating Printing & Copies	193.85
274150	Midwest Wheel Companies	Operating Materials & Supplies	786.23
274151	Motion Industries	Inventory	233.90
274152	MSC Industrial Supply Company	Inventory	48.06
274153	Murphy Tractor & Equipment	Operating Materials & Supplies	355.21
274154	Oracle America Inc	Capital Travel	1,568.11
274155	Ottsen Oil Company	Inventory	156.58
274156	Plumb Supply Company	Inventory	1,372.89
274157	Principal Life Insurance	Operating Purchased Services	775.00
274158	Print Image Solutions Inc.	Inventory	104.75
274159	Ramco Innovations	Operating Materials & Supplies	63.26
274160	Roy's Towing and Recovery	Operating Materials & Supplies	145.00
274161	Seneca Companies	Operating Contractors	499.18
274162	Seton Identification Products	Inventory	252.63
274163	Smith's Sewer Service Inc.	Operating Contractors	446.55
274164	Superior Industrial Equipment	Inventory	1,969.29
274165	SWANSON FLO SYSTEMS	Inventory	2,945.03
274166	Terry Monk	Safety Boots	52.41
274167	The Rotary Club of Des Moines	Operating Dues and Memberships	378.00
274168	Total Tool	Inventory	975.80
274169	ULINE	Inventory	212.35
274170	UPS	Operating Courier/Shipping	70.16
274171	USA Safety Supply Corp	Inventory	158.20
274172	Verizon Wireless Messaging Service	Operating Purchased Services	109.27
274173	Vertiv	Operating Maintenance Contracts	4,166.00
274174	Vessco	Inventory	2,901.89
274175	VWR International LLC	Inventory	464.42
274176	West Des Moines Water Works	Operating Stormwater	110.03
274177	Acme Tools	Inventory	203.44
274178	Allender Butzke Engineers Inc.	Capital Consultants	849.28
274179	Gaylen Worthington	Safety Boots	90.94
274180	Premier Safety	Inventory	717.40

## PAYMENTS FOR JANUARY, 2024

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
274181	USA Bluebook	Inventory	3,310.19
274182	Waste Management of Iowa Inc.	Operating Purchased Services	275.00
274183	CTI Ready Mix	Operating Concrete	5,386.25
274184	Hawkins Inc	Inventory	10,109.36
274185	Air Products	Inventory	5,620.73
274186	CarbPure	Inventory	24,850.00
274187	ESRI	Operating Maintenance Contracts	55,000.00
274188	Eurofins Abraxis Inc	Inventory	8,138.33
274189	Evoqua Water Technologies LLC	Inventory	5,680.04
274190	Hawkins Inc	Inventory	7,694.63
274191	HDR Engineering	Capital Consultants	26,233.82
274192	Heartland Business Systems	Operating Maintenance Contracts	8,554.75
274193	Interstate Battery	Operating Materials & Supplies	8,993.40
274194	Izaak Walton League	Operating Purchased Services	6,377.60
274195	Kemira Water Solutions Inc	Inventory	37,530.00
274196	Mellissa Data Corporation	Operating Subscriptions	8,205.00
274197	Mid American Energy	Utilities - Electric & Natural Gas	41,846.61
274198	Mississippi Lime Company	Inventory	82,586.68
274199	Municipal Supply Inc.	Inventory	51,238.85
274200	S.D. Myers Inc.	Operating Contractors	11,730.00
274201	Univar	Inventory	7,423.98
274202	Van Meter Industrial Inc.	Inventory	5,845.29
274203	Voya Financial	Insurance Withholding	9,706.00
274204	Waldinger Corporation	Capital Materials & Supplies	5,966.55
274205	Bonnie's Barricades	Operating Contractors	6,314.90
274206	Henkel Construction Company	Capital Contractors	186,895.64
274207	I'll Do It	Operating Contractors	22,054.00
274208	Mid American Energy	Utilities - Electric & Natural Gas	27,865.04
274209	Snyder & Associates Inc.	Capital Consultants	8,184.33
274210	SVPA Architects Inc	Capital Consultants	21,238.08
274211	The Underground Co.	Operating Purchased Services	14,419.15
274212	City of Des Moines	Operating Purchased Services	1,309,324.00
274213	Oracle America Inc	Capital Purchased Services	168,750.00
WC010224Caseys	Casey's Business Mastercard	Operating Gasoline	711.38
WC010224WC	EMC Risk Services Inc	Workers Comp	16,948.17
WC010524CU	Des Moines Metro Credit Union	Credit Union Payable	21,925.00
WC010524DC	Principal Life Insurance	Deferred Compensation Payable	60,429.90
WC011124IPERS	IPERS Collections	Pension Plan Contribution	238,613.54
WC011224ADP	ADP LLC	Purchased Services	8,599.90
WC011624Caseys	Casey's Business Mastercard	Operating Gasoline	218.00
WC011924CU	Des Moines Metro Credit Union	Credit Union Payable	21,925.00
WC011924DC	Principal Life Insurance	Deferred Compensation Payable	65,654.21
WC012524ST	Treasurer State of Iowa - Sales/Use	Iowa State Sales Tax Payable	152,717.19
WC012524WE	Treasurer State of Iowa - Sales/Use	Iowa Water Excise Tax Payable	210,060.27
WC012724Principal	Principal Life Insurance	Participant Mailing	178.50
WC013124FSA	Discovery Benefits	Flex Spending - Reimbursements	9,119.40
00000003/1	EMC Risk Services Inc	Workers Comp	42,522.22

**PAYMENTS FOR JANUARY, 2024**

<b><u>Check No.</u></b>	<b><u>Paid to:</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
00000004/1	EMC Risk Services Inc	Workers Comp	74,364.84
010124	EBS	Employee Health Premiums	313,855.44
010524	Collection Services Center	Garnishment of Wages	2,175.60
010524	Treasurer State of Iowa	State Withholding Taxes Payable	27,811.60
010524	Internal Revenue Service	Withholding Taxes Payable	185,010.53
011924	Collection Services Center	Garnishment of Wages	2,858.39
011924	Treasurer State of Iowa	State Withholding Taxes Payable	30,677.48
011924	Internal Revenue Service	Withholding Taxes Payable	202,258.90
013124	EBS	Employee Health Premiums	37,977.31
<b>TOTAL</b>			<b><u>\$8,248,337.19</u></b>

CEO APPROVED EXPENDITURES GREATER THAN \$40,000  
MONTHLY SCHEDULE FOR THE MONTH OF JAN 2024

Check #	Vendor	Description	Amount	Details
273977	Torgerson Excavating	Operating Plumbing	152,277.00	\$126,018 - Lead Service Line Replacement

## AGENDA ITEM FORM

**SUBJECT: Request Authorization to Issue a Purchase Order for new Ion Chromatograph**

**SUMMARY:**

- The Laboratory uses an Ion Chromatograph daily to measure concentrations of major anions, such as fluoride, chloride, bromide, nitrate, nitrite, phosphate, and sulfate, as well as major cations such as sodium, potassium, calcium, and magnesium in raw, process, and finished water samples.
- Ion Chromatography measures concentrations of ionic species by separating them based on their interactions with a resin. These ionic species separate differently depending on that species type and size. Samples are passed through a column where ions are absorbed by the resin. The absorbed ions are then extracted from that resin. The retention time of different species determines the ionic concentration of the sample.
- The Laboratories current Ion Chromatograph is obsolete making repair parts difficult to obtain.
- The Laboratory evaluated two separate Ion Chromatographs from two different manufacturers. This evaluation included staff experience, references, onsite demonstrations, and life cycle cost analysis. Based on overall cost of ownership staff is recommending an Ion Chromatograph manufactured by Metrohm USA, Inc.
- \$170,000 was approved in the 2024 Lab Instrumentation Equipment Replacement Budget for purchase of a new Ion Chromatograph.
- Staff recommends the Board of Water Works Trustees authorize staff to issue a Purchase Order to Metrohm USA, Inc. in the Amount of \$149,688.33, for purchase of a new Ion Chromatograph.

**FISCAL IMPACT:**

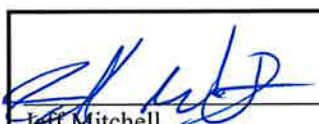
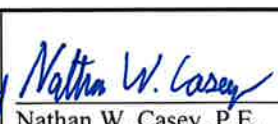
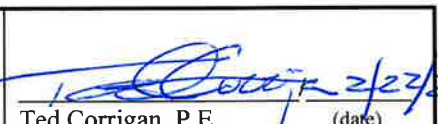
Funds for this project will come from the 2024 Lab Instrumentation Equipment Replacement Budget.

**RECOMMENDED ACTION:**

Authorize staff to issue a Purchase Order to Metrohm USA Inc., in the amount of \$149,688.33, for a new Ion Chromatograph.

**BOARD REQUIRED ACTION:**

Motion to authorize staff to issue a Purchase Order to Metrohm USA, Inc., in the amount of \$149,688.33, for a new Ion Chromatograph.

 Jeff Mitchell Laboratory Supervisor	 Nathan W. Casey, P.E. Director of Water Production	 Ted Corrigan, P.E. CEO and General Manager
02/21/24 (date)	2/22/24 (date)	2/22/24 (date)

Attachments: Metrohm USA Inc. Sales Quotation



## SALES QUOTATION

Quotation Number QUO-152377-Z0F8D1-0

**Delivery Address**

Des Moines Water Works  
2201 George Flagg Parkway  
Des Moines, IA 50321  
United States

**Delivery Contact**

Jeff Mitchell  
Phone: 515-283-8787  
Email: mitchell@dmww.com

**Valid dates** ..... 1/22/2024 - 2/29/2024

**Payment Terms** ..... On Approved Credit

**Shipping Method** ..... Best Way (UPS)

**Terms of Delivery** ..... Free On Board

Dear Jeff

Thank you for considering Metrohm USA products and services. I am pleased to send you this quotation for your item(s) of interest.

To Place order the following are required:

- Purchase order MUST reference Quote #: QUO-152377-Z0F8D1
- Reference deviations from Metrohm USA T&C
- If this purchase is Tax Exempt, you must supply a Tax Exempt certificate with Purchase Order.
- Emailed or Faxed to Customer Support Department
  - Email: [CustomerSupport@Metrohmusa.com](mailto:CustomerSupport@Metrohmusa.com)
  - Fax: 813-316-4900

If you have any questions or would like to amend this document, please feel free to contact us.

Sincerely,

**Adam Schanen**

612.240.2295  
[adam.schanen@metrohmusa.com](mailto:adam.schanen@metrohmusa.com)

### TO PLACE YOUR ORDER

Email: [customersupport@metrohmusa.com](mailto:customersupport@metrohmusa.com)

Metrohm USA, Inc.

9250 Camden Field Parkway, Riverview, FL 33578

Toll-free: 866-METROHM (638-7646) • Fax: 813-316-4900 • [www.metrohm.com](http://www.metrohm.com)

Credit card payments incur a 3% surcharge \*FOBD PrePay & Add

Quotation Number QUO-152377-Z0F8D1-0

Line	Item no.	Description	Qty.	Unit Price	Total
1	<b>Section 1 - IC, Autosampler, &amp; Accessories</b>				
2	29402400	Professional IC Vario TWO/SeS	1	\$74,470.24	\$61,065.60
3	28509010	ProfIC Conductivity Detector MF	2	\$7,910.00	\$12,972.40
4	62832000	MSM-A Rotor	1	\$1,244.25	\$1,020.28
5	62842020	Adapter sleeve f. Suppressor D22mm Vario	1	\$42.00	\$34.44
6	65330190	IC Equipment: Dosino Regeneration	1	\$1,248.45	\$1,023.73
7	28000010	Dosino	1	\$3,528.00	\$2,892.96
8	28580030	ProfIC Sample Processor: Pump/Inj	1	\$24,004.00	\$19,683.28
9	62041440	Sample rack 148x11mL+3x300mL: IC	1	\$2,274.30	\$1,864.93
10	605330010	IC equipment: Inline Ultrafiltration 2 - pull mode	1	\$2,719.50	\$2,229.99
11	<b>Section 2 - Automated Eluent Production</b>				
12	29410010	Eluent Production Module	1	\$12,320.88	\$10,103.12
13	28000010	Dosino	1	\$3,528.00	\$2,892.96
14	65330090	IC Equipment: Additional eluent for 941	1	\$2,033.85	\$1,667.76
15	62769110	Sensor EMPTY compl. for 61626000 2L	1	\$359.10	\$294.46
16	<b>Section 3 - Software &amp; Electronics</b>				
17	66059422	MagIC Net 4.2 Professional: 1 license	1	\$9,901.00	\$8,118.82
18	SNG-TI17407	All In One Computer System w/ Stand	1	\$3,579.00	\$0.00
19	SNG-IC1500G	APC BACK-UPS PRO 1500	1	\$469.00	\$0.00
20	<b>Section 4 - Columns &amp; Consumables</b>				
21	601034420	Metrosep A Supp 19 - 150/4.0	1	\$1,875.12	\$1,537.60
22	601034500	Metrosep A Supp 19 Guard/4.0	1	\$417.04	\$341.97
23	GFS-IC1132	Metrosep A Supp 19 Eluent 20x Concentrate - 1L	1	\$96.60	\$79.21

## TO PLACE YOUR ORDER

Email: [customersupport@metrohmusa.com](mailto:customersupport@metrohmusa.com)  
Metrohm USA, Inc.

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Quotation Number QUO-152377-Z0F8D1-0

Line	Item no.	Description	Qty.	Unit Price	Total
24	61050420	Metrosep C 4 - 150/4.0	1	\$2,219.36	\$1,819.88
25	61050500	Metrosep C 4 Guard/4.0	1	\$438.88	\$359.88
26	ERA-IC1110	C4 Eluent 20X Concentrate (Nitric acid/DPA) 1L	1	\$184.89	\$151.61
27	Section 5 - Automated, Maintenance-free Liquid Handling and Autodilution Capabilities				
28	62841120	Rinsing and dilution station IC left	1	\$1,212.75	\$994.45
29	61808060	T Connector for M6	1	\$242.55	\$198.89
30	62744080	Coupling Outer M6/UNF	5	\$54.60	\$223.86
31	62744200	Adaptor UNF 10//32 Ext. /M6 Int. PEEK	5	\$60.90	\$249.69
32	63032210	807 Dosing Unit 10 mL	1	\$1,824.90	\$1,496.42
33	63032120	807 Dosing Unit 2 mL	1	\$1,824.90	\$1,496.42
34	61803020	PTFE Cap. 1/16 In/0.97mm 5m	1	\$40.95	\$33.58
35	61803030	PTFE Cap. 1/16 In/0.5mm 3m	2	\$35.70	\$58.55
36	61805030	FEP tubing connection M6 150	2	\$75.60	\$123.98
37	61805050	FEP tubing connection M6 18	1	\$52.50	\$43.05
38	61602160	Eluent bottle cap GL45	1	\$75.60	\$61.99
39	61618020	Thread Adaptor S40/GL45	4	\$66.15	\$216.97
40	61618050	Thread Adaptor 40mm/GL45	1	\$160.65	\$131.73
41	61621000	PE Canister 10l	2	\$153.30	\$251.41
42	61808280	Adapter Dosino Port 4 / M6	1	\$48.30	\$39.61
43	61838010	FEP Tubing connection M6 for 845 85 cm	1	\$48.30	\$39.61
44	62057210	Dosino holder for 850 / 881	1	\$78.75	\$64.57
45	62833020	Needle Holder 1/8 In/M6 for 838	1	\$106.05	\$86.96
46	62744210	Adaptor for Aspiration Filter for 850	1	\$92.40	\$75.77

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## SALES QUOTATION

Quotation Number QUO-152377-Z0F8D1-0

Line	Item no.	Description	Qty.	Unit Price	Total
47	61562130	Trans.Tubing 10mL 2xM6 w.Holder for SP	2	\$482.14	\$790.71
48	28000010	Dosino	2	\$3,528.00	\$5,785.92
49	61602210	Cap 5x UNF 10/32 for 62765000	1	\$124.95	\$102.46
50	61618050	Thread Adaptor 40mm/GL45	2	\$160.65	\$263.47
51	61816080	Silicone tubing 6/9 2m	1	\$42.00	\$34.44
52	62057220	Holder for Waste Collector	1	\$95.55	\$78.35
53	62765000	Vessel with drain GL45 for 61602210	1	\$27.30	\$22.39
54	Section 6 - Installation, Familiarization, & Training				
55	SER-ICINST03	IC Installation Service Level 3	1	\$3,675.00	\$3,013.50
56	SER-ICTRNG07	Comprehensive IC Training	1	\$4,335.00	\$3,554.70
57	Section 7 - Miscellaneous				
58	SNG-ORGANIZERBOX	Metrohm USA Part Storage Box	2	\$0.01	\$0.00
59	SNG-MOUSEPAD	Metrohm USA Mousepad	1	\$1.00	\$0.00
60	Section 8 - Promotion Complimentary extra column/guard sets for both anion & cation with trade-in of existing ICS-5000 IC system. Trade-in includes flexible end date, contingent upon installation and commissioning of new Metrohm 940 IC system				
61	601034420	Metrosep A Supp 19 - 150/4.0	1	\$1,875.12	\$0.00
62	601034500	Metrosep A Supp 19 Guard/4.0	1	\$417.04	\$0.00
63	61050420	Metrosep C 4 - 150/4.0	1	\$2,219.36	\$0.00
64	61050500	Metrosep C 4 Guard/4.0	1	\$438.88	\$0.00
Total Amount					\$149,688.33

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**Quotation Number QUO-152377-Z0F8D1-0**

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Metrohm's Standard installation service provides you with all aspects of quality assurance and is the ideal installation product for laboratories operating outside of a regulated environment. In accordance with detailed instructions, your system is properly installed and tested to verify functionality.

Metrohm USA offers a 3-year limited warranty on all new Metrohm Instruments. For complete details, please see our warranty statement [here](#).

Please [click here](#) for Metrohm USA standard terms and conditions.

Leasing options available

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# SALES QUOTATION

Quotation Number QUO-152377-Z0F8D1-0

## General Terms and Conditions

### Pricing.

Our prices may change at any time without notice. Prices we quote are valid for 30 days, unless we state otherwise in writing. If no price has been specified or quoted to Customer, the price will be the product price in effect at the time we accept the order. Customer is responsible for standard delivery and handling charges, if applicable, and our product prices do not include such charges unless expressly stated. If we pay such charges, we will add these to the invoice. Shipments are FOB Destination (CIF Incoterm 2010) point of shipment and all title to the equipment and risk of loss and injury shall pass to the Customer upon the transfer of the Equipment to the delivery address.

**Payment and Credit Terms.** Unless otherwise agreed to in writing, all Customer payment terms will be set at net 30 days after the date of invoice, subject to credit approval. For product sales, including parts for service orders, METROHM USA will invoice Customer for the product price and all other charges due when we ship the products to Customer. For services, METROHM USA will invoice Customer when the service is scheduled to begin. METROHM USA may require Customer to provide a signed credit application prior to establishing payment terms. We reserve the right to require Customer to make full or partial payment in advance, or provide other security to our satisfaction, if we believe in good faith that Customer's financial condition does not justify extension of net terms otherwise specified. Customer will make all payments in the currency specified in our invoice. Please see invoice document for payment remittance information.

**Late Payment and Collections.** Customer may be required to pay interest on any undisputed amounts past due at the greater of a rate of 1.5% per month or the maximum amount allowable by applicable law. METROHM USA reserves and retains a security interest in the Equipment shipped to Customer, until all amounts due have been paid in full. In the event of account non-payment, placement with a collections agency, or other action necessary to collect on a past due balance, Customer agrees to reimburse collection costs, legal fees, and court cost incurred by METROHM USA in connection therewith. We also reserve the right to cancel or stop delivery of products in transit and withhold shipments in whole or in part if Customer does not pay us when due, or if Customer otherwise does not perform its obligations.

### Taxes.

METROHM USA standard prices do not include applicable sales, services, use, VAT, or similar taxes. The amount of any such tax which METROHM USA may be required to pay or collect will be added to the invoice and paid by Customer unless Customer has furnished a valid tax exemption certificate acceptable to the taxing jurisdiction prior to shipment. If an exemption certificate provided to METROHM USA by Customer is subsequently, through no fault of METROHM USA, determined to be invalid, METROHM USA will attempt to acquire an exemption certificate, notarized affidavit of exempt use or other necessary documentation from Customer. Failure to furnish a valid exemption certificate, notarized affidavit or other necessary documentation in a timely manner, the previously unpaid sales, use or similar excise tax will be billed to and paid by Customer.

**Collect Shipments.** Customer may select its own carrier and charge shipping to Customer's collect account instead of accepting the METROHM USA delivery terms above, where such purchase shall be under FOB origin (FOB Incoterms 2010). METROHM USA will not be responsible for any shipping or handling damages. METROHM USA will not make any claims on Customer's behalf for any damages caused by the carrier selected by Customer. Customer will need to open its own claim with its selected carrier. METROHM USA does not provide third parties direct access to its insurance or give additional rights to its insurance, such as naming additional insured parties. There is a 1% surcharge added to collect shipments to cover shipping materials, handling, and coordination with collect carriers.

**Product Returns.** METROHM USA customer support will authorize and approve return of any product that is damaged or defective on receipt, provided Customer contacts customer support within five days after receiving the product, and provided such damage or defect has not been caused by any failure by Customer or the carrier to handle or store products using reasonable care or as otherwise indicated on the label. If Customer does not contact us within this five-day period, we will deem the product to be accepted, and any warranty rights will still apply. METROHM USA will determine the best solution to provide replacement product in case of carrier damage or loss. Items returned for Customer convenience (and not for product failure or warranty issues) will be subject to a 25% restocking fee (\$100 minimum) plus 100% of services delivered, based on the sale price. Customer must contact METROHM USA customer support (via [customersupport@METROHMLUSA.com](mailto:customersupport@METROHMLUSA.com)) for a return authorization Number (RA#) within 14 days of shipment from METROHM USA to be eligible for a return credit. Customer must return items within 10 days of receiving RA#. Item must be in new and unused condition, packed in original packaging and container, and include all manuals, peripherals and accessories. If METROHM USA exercises our discretion to authorize a product for return, the product must arrive at our facilities in a condition satisfactory for resale. We do not credit shipping charges. Customer will not receive credit for any product returned without our prior consent.

**Shortages.** Any shortages must be reported to METROHM USA customer support within five (5) days after receiving the product.

**Warranties.** New Equipment is warranted to be free from defects in workmanship and materials for a limited time period, starting from the date of shipment to Customer, provided that the Equipment has been maintained and operated in strict conformity with its operating instructions. Any defective equipment will be repaired or replaced at METROHM USA's discretion. METROHM USA may attempt to diagnose and resolve defects over the telephone or electronically. Certain equipment contains remote support capabilities for direct problem reporting, remote problem determination, and resolution. See our website for more details and to see our industry leading warranty statement: ([https://www.metrohm.com/en\\_us/service/quality-service/warranty.html](https://www.metrohm.com/en_us/service/quality-service/warranty.html)). METROHM USA warranties do not cover defects resulting from improper or inadequate maintenance, installation, repair, or calibration performed by Customer or a third party not previously authorized by METROHM USA. Warranties shall not apply where the product has been subjected to corrosion, accident, alteration, misuse, abuse, acts of God, or failure on the part of the Customer to ensure proper operation and/or storage. All used and demonstration equipment carries a 1 year warranty when installed by a METROHM USA Representative. Used and demo instruments not installed by METROHM USA have a 90-day warranty. This warranty only applies to used and demonstration instruments sold by METROHM USA. METROHM USA does not warranty the calibration of any instrument. If a product is purchased in the United States or Canada and moved outside the contiguous United States or the provinces of Canada, the warranty is voided unless agreement is made before the original purchase.

METROHM USA warranties are transferrable upon METROHM USA's receipt of written notification of transfer signed by the original customer. Such notification should include the serial number, model number, and the name, address and location of transferee. The transferee must agree in writing to METROHM USA warranty terms. Warranty transfer information should be sent via email to [warranty@metrohmusa.com](mailto:warranty@metrohmusa.com).

**Warranty Exclusions.** METROHM USA warranties do not apply to (a) normal wear and tear; (b) damage caused by accident, disaster or event of force majeure; (c) Customer misuse, fault or negligence; (d) causes external to the products such as, but not limited to, power failure, electrical power surges, exposure to corrosion, or abuse; (e) instruments sold as 'used' products that are identified as being sold without warranty; or (f) products manufactured in accordance with specifications Customer gave us. METROHM USA warranties do not apply to consumable or wearing parts, including but not limited to electrodes, glassware, columns, tubing, pistons, pump seals, and burets. All parts that are in direct contact with chemicals are not covered by warranty and are considered consumable due to normal wear. METROHM USA warranties do not cover, and may be voided by: (1) installation, removal, use, maintenance, storage, transportation, or handling of products in an improper, inadequate, negligent, or unapproved manner by Customer or any third party (including the carrier), such as, but not limited to, failure to follow our instructions, operating guidelines, or protocols, improper site preparation, operation outside of stated environmental or use specifications, operation or contact with unapproved software, materials, chemicals or other products, or in an inappropriate location; (2) improper or inadequate maintenance, repair, service, or calibration performed by Customer or an unauthorized third party; (3) unauthorized alteration or modification, improper use or operation of, or tampering with equipment outside of the specifications; (4) any use of replacement parts we have not supplied.

**Disclaimers.** The express warranties in this limited warranty statement are in lieu of all other warranties, whether express, implied, or statutory, regarding the products purchased from METROHM USA. METROHM USA expressly disclaims all such other warranties, including warranties of merchantability, fitness for a particular purpose, title, and non-infringement of third-party rights. Without limiting the foregoing, METROHM USA does not warrant that the operation of any software or instruments comprising the products will be uninterrupted or error-free.

**Limitation of Liability.** In no event shall METROHM USA, INC. be liable for indirect, incidental, exemplary, or consequential damages, or for loss of profits or loss of use arising from or related to any of the products or services from METROHM USA, INC. In no event shall any liability of METROHM USA, INC. arising in connection with any article sold hereunder (whether such liability arises from a claim based on contract, warranty, tort, indemnity, or otherwise) exceed the actual amount paid by BUYER to METROHM USA, INC. for such article. The remedies provided herein are BUYER'S sole and exclusive remedies, and METROHM USA, INC. shall not be liable for any other claim or damages of any kind related to the products or services.

**Intellectual Property.** The sale of equipment to Customer will in no way transfer to Customer any right of ownership in any patents, copyrights, trademarks, technologies, designs, specifications, drawings or other intellectual property incorporated into the equipment. METROHM USA grants Customer a non-exclusive and non-transferable right to use any software provided for Customer's internal purposes only. Customer may not reverse engineer, decompile, or disassemble any software licensed from METROHM USA.

**Indemnification.** Customer agrees to indemnify, defend and hold harmless METROHM USA and its directors, officers, employees, agents, successors, assigns, and related companies (separately and collectively, the "Indemnitee") from and against any and all third-party liabilities, claims, demands, losses, damages, costs and expenses (including reasonable attorneys' fees) which may be assessed against or incurred by Indemnitee relating to or arising out of (a) any negligence, grossly negligent or intentional misconduct or omission of Customer or its directors, officers, employees, agents, successors and assigns in connection with the provision or use of Equipment, except to the extent caused by the negligent, grossly negligent or intentional misconduct or omission of Indemnitee; or (b) any material breach of these Terms or any Agreement between Customer and METROHM USA.

**No Customer Assignment.** Customer may not assign or delegate any of its rights or obligations under any of these Terms and any Agreement between Customer and METROHM USA without the prior written consent of METROHM USA. Any attempted assignment or delegation in violation of this paragraph shall be null and void.

**Parties Bound.** These Terms and any Agreement between Customer and METROHM USA shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns.

**Force Majeure.** METROHM USA will not be responsible or liable for failing to perform our obligations under these Terms and any Agreement between Customer and METROHM USA to the extent caused by circumstances beyond our reasonable control. In certain situations, we may use our reasonable judgment and apportion products then available for delivery fairly among our customers.

**Governing Law, Enforceability.** The rights and obligations of the parties and any claims or disputes relating thereto, shall be governed by and construed in accordance with the laws of the State of Florida, and the federal laws of the United States applicable therein, excluding their conflicts of law principles. In the event that any of the provisions of this quotation shall be held by a court or other tribunal of competent jurisdiction to be unenforceable, the remaining portions of this quotation shall remain in full force and effect, provided that in such event the parties agree to negotiate in good faith substitute enforceable provisions which most nearly effect the parties intent in agreeing to be bound by this quotation. Headings are for convenience only and shall not be used in the interpretation of these Terms.

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Page 6 of 6

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DES MOINES WATER WORKS  
Board of Water Works Trustees

Agenda Item No. III-B  
Meeting Date: February 27, 2024  
Chairperson's Signature ☒ Yes ☐ No

### AGENDA ITEM FORM

**SUBJECT:** License Agreement for the Right to Farm Land at Maffitt Reservoir

**SUMMARY:**

Des Moines Water Works (DMWW) owns approximately 1,500 acres of property adjacent to and north of Maffitt Reservoir. Most of this property is park land which serves as watershed protection for Maffitt Reservoir. The L.D. McMullen Water Treatment Plant and related facilities occupy another significant portion of the property. Initially, over 160 acres were designated as tillable farm ground and have been utilized as such. Over the years staff has removed 70 acres of cropland to limit agricultural run-off into the Maffitt Reservoir and display land management practices due to susceptibility to flooding. Ninety acres remain in production for row crop production as well as cover crop integration.

Historically, DMWW has leased the tillable acres through a public bidding process. In 2010 and 2016, the License Agreement For the Right to Farm Des Moines Water Works Agricultural Land was awarded to Vernon and Kelly Flinn. The Flinns have followed conservation practices including cover crop integration and prairie strips since 2013. The previous annual cash rental rate was \$261 per acre minus the cost of cover crops. 2023 average cash rental rates for crop production in Dallas County were \$286 per acre and average rental rates for the state of Iowa were \$279 per acre.

Staff believes that Kelly and Vernon Flinn are excellent stewards of the land and stay competitive with their cash rental rates. It's in the utility's best interest to continue the agreement with them at a rate of \$285 per acre for 2024 and 2025 crop seasons.

***Agreement and Payment***

Attached is the Limited and Non-Exclusive License Agreement for the Right to Farm Des Moines Water Works Agricultural Land and Exhibit A-Agricultural Land map. The Licensee agrees to pay \$285 per acre, equal to an annual cash rent of \$25,650 minus the cost of implementing conservation practices including cover crops, forty percent of which is payable on or before May 1, 2024, and the balance less the cost of agreed upon conservation practices is due on or before December 15, 2024 and like amounts on or before the same dates in each subsequent crop year of the agreement.

**FISCAL IMPACT:**



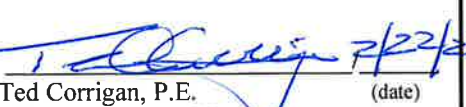
The annual cash rent payment of \$25,650.00, minus the cost of implementing conservation practices including cover crops, will be applied to General Grounds Administration.

**RECOMMENDED ACTION:**

Authorize the Chairperson to execute the Limited and Non-Exclusive License Agreement for the Right to Farm Des Moines Water Works Agricultural Land.

**BOARD REQUIRED ACTION:**

Motion to authorize the Chairperson to execute the Limited and Non-Exclusive License Agreement for the Right to Farm Des Moines Water Works Agricultural Land.

 Jessica Barnett Supervisor of Property Management (date) 12-20-24	 Kyle Danley, P.E. Chief Operating Officer (date) 12-21-24	 Ted Corrigan, P.E. CEO and General Manager (date) 2/22/24
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Attachments: License Agreement, Exhibit A-Agricultural Land map

LIMITED AND NON-EXCLUSIVE LICENSE AGREEMENT  
FOR THE RIGHT TO FARM  
DES MOINES WATER WORKS AGRICULTURAL LAND  
("License" or "Agreement")

PARTIES: The parties of this Agreement are the Board of Water Works Trustees of the City of Des Moines, Iowa (herein "DMWW"), and \_\_\_\_\_ [NAME OF LICENSEE] (herein "Licensee").

RECITALS: DMWW manages and controls real estate including the Agricultural Land (as that term is defined herein). The Agricultural Land, together with other real estate so managed and controlled by DMWW, is used for Water Works purposes. DMWW has determined that the Agricultural Land may be used for certain farming purposes. DMWW has agreed to permit Licensee to use the Agricultural Land for crop farming purposes, all upon the terms and conditions herinafter set forth.

TERMS: 1. DMWW grants to Licensee the limited and non-exclusive permission to come upon the Agricultural Land, consisting of the farm lands north of the dam of the Dale L. Maffitt Reservoir, as shown on Exhibit "A" (herein "Agricultural Land") hereto attached, for the purpose of preparing the ground, planting of such crops as may from time to time be agreed upon by the parties, cultivating and caring for such crops, and harvesting them in proper season, for the crop years 2024 and 2025. Such license and permission shall terminate upon completion of harvesting of the year 2025 crop, and in no event later than March 1, 2026.

2. Licensee agrees to pay to DMWW, at its offices located at 2201 George Flagg Parkway, Des Moines, Polk County, Iowa, annual cash rent in the amount of \$285.00 per acre on 90 acres equal to a cash rent of \$25,650 for the 2024 and 2025 crop years, forty percent of the yearly rent payable on or before May 1, 2024, and the balance payable on or before December 15,



2024 and like amounts on or before the same dates in each subsequent crop year while this agreement remains in effect. A reduction in the per acre price will be allowed to cover substantiated out-of-pocket costs associated with growing cover crops used in the conservation practices required in the lease terms as stated in section five.

3. Licensee shall comply, and shall assure that all suppliers, vendors, contractors, and employees comply, with all applicable laws, ordinances, rules and regulations. Without limiting the generality of the foregoing, Licensee shall comply with applicable safety, and health regulations and rules. Licensee will furnish DMWW'S representative with evidence of their compliance with the foregoing upon request.

4. Licensee covenants to farm the Agricultural Land in a good and husbandlike manner, and consistent therewith, to get the best crop production that the nature of the soil and the season permit, always, however, in such a manner as to not interfere with the use of the Agricultural Land for Water Works purposes, as determined by DMWW in its sole discretion, and as DMWW shall from time to time through its agents and officers direct. A crop rotation plan, subject to review and approval of DMWW, shall be followed. Licensee hereby acknowledges that it is taking the Agricultural Property in its current as-is condition, without any representation or warranty with regards to the same, and hereby further agrees to maintain the same in a safe, serviceable, clean and presentable condition.

5. Conservation practices, including cover crops, are required of Licensee, and Licensee implement the same to reduce agriculture runoff. Cover crops shall be seeded and established in early fall to provide winter protection and reduce soil erosion. Licensee will establish cover crops of appropriate species specifically for the crops grown in the designated fields. Tenant shall provide a list of cover crops species, method of seeding, and a substantiation

of out-of-pocket costs to DMWW to approve in writing before planting each year. Crop residue shall remain in place after harvest. No fall tillage shall occur on farm fields. Licensee will practice contour farming when applicable.

6. No fertilizer, limes, or chemicals shall be distributed or applied to such land by Licensee, unless authorized and approved in writing by DMWW. Licensee will give DMWW a list of chemicals to be used, application method, timing of the application, and their application rate per acre, reasonably in advance of any application, which again are subject to DMWW approval, in its sole discretion. Licensee hereby agrees to avoid any drifting of any chemical applications that may harm nearby vegetation and agrees to be liable and responsible for any damage that occurs related to the same. DMWW shall retain the right to access, use, and conduct activities on the Agricultural Land without notice or the consent of Licensee.

7. The entire cost of the farming operation shall be borne by Licensee.

8. Licensee covenants that he/she/it now has, or has access to, adequate machinery and equipment to farm the premises as herein required.

9. The land may not be used for cattle grazing or any other livestock operation.

10. Licensee agrees to indemnify and save harmless DMWW, its board members, its officers, agents, attorneys and employees (collectively "Indemnities") from any and all loss, claims and demands whatsoever that may be made or asserted against the Indemnities arising out of or in any way connected with the granting of this License or the exercise of rights under this License. Without limiting the generality of the foregoing, Licensee shall indemnify the Indemnities against all liability or loss to DMWW property and against all claims asserted in tort or in contract or under workers compensation laws or otherwise.

**LICENSEE HEREBY AGREES TO BE FULLY RESPONSIBLE FOR THE SAFETY AND SECURITY OF ALL AGENTS, EMPLOYEES OR INVITEES OF LICENSEE AND ANY**



**AND ALL PROPERTY OF LICENSEE. NOTWITHSTANDING ANY OTHER PROVISION CONTAINED HEREIN, LICENSEE HEREBY RELEASES DMWW FROM ANY AND ALL LIABILITY, RESPONSIBILITY, AND DAMAGE TO LICENSEE (OR ANY OF ITS AGENTS, EMPLOYEES OR INVITEES) OR LICENSEE'S PROPERTY.**

11. Under no circumstances shall this Agreement be construed as one of agency, sponsorship, joint venture, or employment between DMWW and Licensee. None of the personnel under contract to or employed by Licensee shall be deemed to be employed by, or in any way to have any contractual relationship with DMWW whatsoever.

12. Licensee shall have and maintain broad form liability insurance coverage, including motor vehicle coverage, with limits of not less than \$1,000,000 per person and \$2,000,000 per occurrence in which DMWW is named as additional insured with such insurance insuring against all personal injury and property damage claims to and against DMWW. Licensee shall hold DMWW harmless and waive all rights of subrogation against DMWW for damage to Licensee's property. All insurance policies required under this contract or providing coverage for indemnity under this contract shall include a waiver of subrogation in favor of DMWW. DMWW shall receive notice of any cancellation or material change in coverage at least 30 days prior to such cancellation or change shall become effective. Licensee shall provide certificates of insurance written by companies which hold an AM Best A-VII rating or higher and are licensed to do business in the state of Iowa. Each certificate of insurance shall state that thirty (30) days written notice will be given to the Licensor before the policy is cancelled or changed. Additionally, Licensee shall provide any additional insurance coverages (in reasonable amounts) as reasonably requested by Licensor.

13. DMWW shall have and retain a lien against the crop, equipment, machinery and other personal property kept or used upon the premises, as security for the payment of rent as herein required.

14. The license and permission herein granted may be terminated in the same manner as if this were an agricultural lease within the meaning of that term as used in the Code of Iowa. In addition, it may be terminated by DMWW upon Licensee's failure to comply with the covenants herein assumed by Licensee and may likewise be so terminated by DMWW should DMWW, in its judgment reasonably arrived at, determine that the continued use of the Agricultural Land for farming purposes is inconsistent with Water Works purposes, needs or desires. In that event only, DMWW shall reimburse Licensee for costs of such seed, labor, fertilizer and machinery use that might have been expended for planting of crop, which could not then be harvested.

15. In the event of major flooding of the portion of the Agricultural Land in Exhibit "A" due only to the overflow of the Raccoon River, and the flooded land is deemed unfarmable for the balance of the crop year by DMWW, the cash rent provided in Section 2 shall be reduced. Such reduction will be determined by multiplying the number of unfarmable acres by the amount bid per acre, as determined by DMWW in its reasonable discretion.

16. DEFAULT, NOTICE OF DEFAULT AND REMEDIES. Each of the following shall constitute an event of default by Licensee: (1) failure to pay rent/fees when due; (2) failure to observe or perform any duties, obligations, agreements, or conditions imposed on Licensee pursuant to the terms of this License; (3) abandonment of the Agricultural Property; or (4) bankruptcy of Licensee. Licensors shall give Licensee a written notice specifying the default and giving the Licensee thirty (30) days in which to correct the default ("Notice of Default").

In the event Licensee has not remedied a default in a timely manner following a Notice of Default, Licensors may proceed with all available remedies at law or in equity, including but not limited to the following: (1) Termination. Licensors may declare this License to be terminated and

shall give Licensee a written notice of such termination. In the event of termination of this License, Licensors shall be entitled to prove a claim for and obtain judgment against Licensee for the balance of the fees agreed to be paid for the term herein provided, plus all expenses of Licensors in regaining possession of the Agricultural Property, including attorney's fees and court costs; (2) Forfeiture. If a default is not remedied in a timely manner, Licensors may then declare this License to be forfeited and shall give Licensee a written notice of such forfeiture, and may, at the time, give Licensee the notice to quit provided for in Chapter 648 of the Code of Iowa.

17. Assignment and Subletting. Licensee shall not assign this License without permission from DMWW.

18. Attorneys' Fees. If any legal action or any other proceeding is brought for the enforcement of this License, or because of an alleged dispute, breach, default, or misrepresentation in connection with any of the provisions of this License, the successful or prevailing party or parties shall be entitled to recover reasonable attorneys' fees and other costs incurred in that action or proceeding, in addition to any other relief to which it or they may be entitled, including the fees and costs incurred in enforcing any judgment which may be obtained in said action.

19. Entire Agreement. This License supersedes all agreements previously made between the parties relating to its subject matter. There are no other understandings or agreements between them.

20. Notices. All notices or other documents under this License shall be in writing and delivered personally or mailed by certified mail, postage prepaid, addressed to the parties at their last known addresses, or by any electronic means, including email.

21. Governing Law. This License shall be construed in accordance with and governed by the laws of the State of Iowa.

22. Counterparts. This License may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall construe one and the same instrument.

**IN WITNESS WHEREOF** the undersigned parties have executed this License on the date specified above.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 2024

BOARD OF WATER WORKS TRUSTEES  
OF THE CITY OF DES MOINES, IOWA

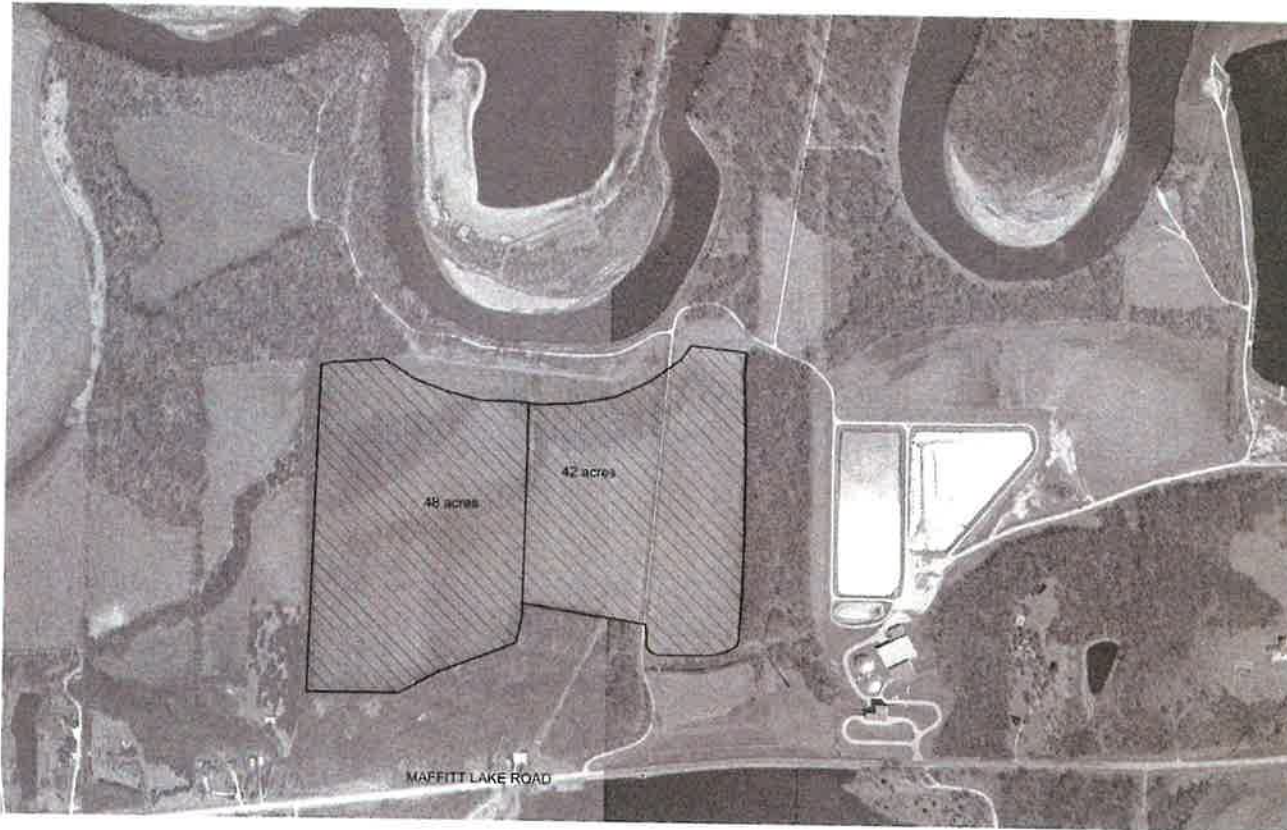
LICENSEE  
[Name of Licensee]

By: \_\_\_\_\_  
**Andrea Boulton, Board Chairperson**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Attest: \_\_\_\_\_  
**Ted Corrigan, P. E.**  
**CEO and General Manager**

Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_



AERIAL PHOTOS TAKEN IN 2007

NOT TO SCALE

Drawn by: J.A.	Rev	Date	Description
1	1	1/1/2008	Initial Drawing
2	2	2/1/2008	Revised Drawing
3	3	3/1/2008	Final Drawing

**Des Moines Water Works**  
 PUBLIC UTILITIES DEPARTMENT  
 Des Moines, Iowa

DES MOINES WATER WORKS  
 AGRICULTURAL LAND

EXHIBIT A

ALL TOWNSHIP
PROJECT
1
DATE
1/1/2008
BY
J.A.



DES MOINES WATER WORKS  
Board of Water Works Trustees

Agenda Item No. III-C  
Meeting Date: February 27, 2024  
Chairperson's Signature ☒ Yes ☐ No

### AGENDA ITEM FORM

**SUBJECT:** License Agreement for the Right to Harvest Grass Hay at Maffitt Reservoir

**SUMMARY:**

Des Moines Water Works (DMWW) manages and controls real estate including grassland surrounding Maffitt Reservoir. In 2013 and 2016 Des Moines Water Works publicly bid 40 acres of grassland for the use of harvesting hay south of the Maffitt Reservoir. Vernon and Kelly Flinn have leased the hay ground since 2013. The established terms of the agreement state that harvesting would be limited to two cuttings per year at a rate of \$147 per acre. The number of acres increased in 2023 from 40 to 50 acres. In April of last year, 10 acres of row crop on the east side of Maffitt Reservoir was seeded into hay ground. Staff removed the 10 acres out of row crop production due to the field's proximity to the reservoir to limit the risk of agricultural runoff into the water source.

Vernon and Kelly Flinn have demonstrated exceptional cooperation as tenants over the years and agreed to continue with an annual rental rate of \$147 per acre for the 2024 and 2025 crop season. 2023 average rental rates for hay ground in Dallas County were \$101 per acre and average rental rates for the state of Iowa were \$139 per acre.

***Agreement and Payment***

Attached is the Limited and Non-Exclusive License Agreement For the Right to Farm Des Moines Water Works Agricultural Land and Exhibit A-Maffitt Hay Ground map. The Licensee agrees to pay \$147 per acre, equal to an annual cash rent of \$7,350, fifty percent of which is payable on or before May 1, 2024, and the balance of \$3,675 is payable on or before August 1, 2024, and like amounts on or before the same dates in each subsequent crop year of the agreement.

**FISCAL IMPACT:**




The annual cash rent payment of \$7,350 will be applied to General Grounds Administration.

**RECOMMENDED ACTION:**

Authorize the Chairperson to execute the Limited and Non-Exclusive License Agreement For the Right to Farm Des Moines Water Works Agricultural Land.

**BOARD REQUIRED ACTION:**

Motion to authorize the Chairperson to execute the Limited and Non-Exclusive License Agreement For the Right to Farm Des Moines Water Works Agricultural Land.

 Jessica Barnett Supervisor of Property Management (date) <u>2/27/24</u>	 Kyle Danley, P.E. Chief Operating Officer (date) <u>2/27/24</u>	 Ted Corrigan, P.E. CEO and General Manager (date) <u>2/27/24</u>
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Attachments: License Agreement, Exhibit A-Maffitt Hay Ground map

LIMITED AND NON-EXCLUSIVE LICENSE AGREEMENT  
FOR THE RIGHT TO FARM  
DES MOINES WATER WORKS AGRICULTURAL LAND  
("License" or "Agreement")

PARTIES: The parties of this Agreement are the Board of Water Works Trustees of the City of Des Moines, Iowa (herein "DMWW"), and \_\_\_\_\_[NAME OF LICENSEE] (herein "Licensee").

RECITALS: DMWW manages and controls real estate including grassland surrounding Maffitt Reservoir. The grassland, together with other real estate so managed and controlled by DMWW, is used for Water Works purposes. DMWW has determined that the grassland may be used for purposes of harvesting grass by a twice-yearly cutting. DMWW has agreed to permit Licensee to use the grassland for the harvesting of grass hay, all upon the terms and conditions hereinafter set forth.

TERMS: 1. DMWW grants to Licensee the limited and non-exclusive permission to come upon the land, consisting of the grassland south of the dam of the Dale L. Maffitt Reservoir, as shown on Exhibit "A" (herein "Maffitt Hay Ground") hereto attached, for the purpose of harvesting grass hay as agreed upon by the parties, and harvesting it twice each year in proper season, for the crop years of 2024 and 2025. Such license and permission shall terminate upon completion of harvesting of the year 2025 hay, and in no event later than December 31, 2025, without notice.

2. Licensee agrees to pay to DMWW, at its offices located at 2201 George Flagg Parkway, Des Moines, Polk County, Iowa, annual cash rent for \$147.00 per acre for 50 acres equal to an annual cash rent of \$7,350, payable one-half on May 1, 2024 and one-half on August 1, 2024 and like amounts on or before the same dates in each subsequent crop year while this agreement remains in effect. Grass hay harvesting will be limited to a twice yearly cutting, and no cutting shall occur at any time when an installment of the fee is due, but not yet paid.

3. Licensee shall comply, and shall assure that all suppliers, vendors, contractors, and employees comply, with all applicable laws, ordinances, rules and regulations. Without limiting the generality of the foregoing, Licensee shall comply with applicable safety, and health regulations and rules. Licensee will furnish DMWW'S representative with evidence of their compliance with the foregoing upon request.

4. Licensee covenants to harvest the hay in a good and proper manner, always, however, in such a manner as to not interfere with the use of the Maffitt Hay Ground for Water Works purposes, as determined by DMWW in its sole discretion, and as DMWW shall from time to time through its agents and officers direct. Licensee hereby acknowledges that it is taking the Maffitt Hay Ground in its current as-is condition, without any representation or warranty with regards to the same, and hereby further agrees to maintain the same in a safe, serviceable, clean and presentable condition.

5. No seeding, cultivation, or application of fertilizer, limes, or chemicals shall be conducted, or applied to, such land by Licensee, unless authorized and approved in writing by DMWW. DMWW will allow Licensee to seed 10 acres of hay ground designated in Exhibit A. Licensee will give DMWW a list of chemicals to be used, application method, timing of the application, and their application rate per acre, reasonably in advance of any application, which again are subject to DMWW approval, in its sole discretion. Licensee hereby agrees to avoid any drifting of any chemical applications that may harm nearby vegetation and agrees to be liable and responsible for any damage that occurs related to the same. DMWW shall retain the right to access, use, and conduct activities on the Maffitt Hay Ground at its own expense without notice or the consent of Licensee.

6. The entire cost of the harvesting operation shall be borne by Licensee.

7. Licensee covenants that he/she/it now has, or has access to, adequate machinery and equipment to harvest grass hay as herein required.

8. The land may not be used for cattle grazing or any other livestock operation.



9. Licensee agrees to indemnify and save harmless DMWW, its board members, its officers, agents, attorneys and employees (collectively "Indemnities") from any and all loss, claims and demands whatsoever that may be made or asserted against the Indemnities arising out of or in any way connected with the granting of this License or the exercise of rights under this License. Without limiting the generality of the foregoing, Licensee shall indemnify the Indemnities against all liability or loss to DMWW property and against all claims asserted in tort or in contract or under workers compensation laws or otherwise.

**LICENSEE HEREBY AGREES TO BE FULLY RESPONSIBLE FOR THE SAFETY AND SECURITY OF ALL AGENTS, EMPLOYEES OR INVITEES OF LICENSEE AND ANY AND ALL PROPERTY OF LICENSEE. NOTWITHSTANDING ANY OTHER PROVISION CONTAINED HEREIN, LICENSEE HEREBY RELEASES DMWW FROM ANY AND ALL LIABILITY, RESPONSIBILITY, AND DAMAGE TO LICENSEE (OR ANY OF ITS AGENTS, EMPLOYEES OR INVITEES) OR LICENSEE'S PROPERTY.**

10. Under no circumstances shall this Agreement be construed as one of agency, sponsorship, joint venture, or employment between DMWW and Licensee. None of the personnel under contract to or employed by Licensee shall be deemed to be employed by, or in any way to have any contractual relationship with DMWW whatsoever.

11. Licensee shall have and maintain broad form liability insurance coverage, including motor vehicle coverage, with limits of not less than \$1,000,000 per person and \$2,000,000 per occurrence in which DMWW is named as additional insured with such insurance insuring against all personal injury and property damage claims to and against DMWW. Licensee shall hold DMWW harmless and waive all rights of subrogation against DMWW for damage to Licensee's property. All insurance policies required under this contract or providing coverage for indemnity under this contract shall include a waiver of subrogation in favor of DMWW. DMWW shall receive notice of any cancellation or material change in coverage at least 30 days prior to such cancellation or change shall become effective. Licensee shall provide certificates of insurance written by companies which

hold an AM Best A-VII rating or higher and are licensed to do business in the state of Iowa. Each certificate of insurance shall state that thirty (30) days written notice will be given to the Licensor before the policy is cancelled or changed. Additionally, Licensee shall provide any additional insurance coverages (in reasonable amounts) as reasonably requested by Licensor.

12. DMWW shall have and retain a lien against the crop, equipment, machinery, and other personal property kept or used upon the premises, as security for the payment of rent as herein required.

13. The license and permission herein granted may be terminated in the same manner as if this were an agricultural lease within the meaning of that term as used in the Code of Iowa. In addition, it may be terminated by DMWW upon Licensee's failure to comply with the covenants herein assumed by Licensee and may likewise be so terminated by DMWW should DMWW, in its judgment reasonably arrived at, determine that the continued use of the property for grass hay harvesting purposes is inconsistent with Water Works purposes, needs or desires.

14. DEFAULT, NOTICE OF DEFAULT AND REMEDIES. Each of the following shall constitute an event of default by Licensee: (1) failure to pay rent/fees when due; (2) failure to observe or perform any duties, obligations, agreements, or conditions imposed on Licensee pursuant to the terms of this License; (3) abandonment of the Maffitt Hay Ground; or (4) bankruptcy of Licensee. Licensor shall give Licensee a written notice specifying the default and giving the Licensee thirty (30) days in which to correct the default ("Notice of Default").

In the event Licensee has not remedied a default in a timely manner following a Notice of Default, Licensor may proceed with all available remedies at law or in equity, including but not limited to the following: (1) Termination. Licensor may declare this License to be terminated and shall give Licensee a written notice of such termination. In the event of termination of this License, Licensor shall be entitled to prove a claim for and obtain judgment against Licensee for the balance of the fees agreed

to be paid for the term herein provided, plus all expenses of Licensor in regaining possession of the Maffitt Hay Ground, including attorney's fees and court costs; (2) Forfeiture. If a default is not remedied in a timely manner, Licensor may then declare this License to be forfeited and shall give Licensee a written notice of such forfeiture, and may, at the time, give Licensee the notice to quit provided for in Chapter 648 of the Code of Iowa.

15. Assignment and Subletting. Licensee shall not assign this License without permission from DMWW.

16. Attorneys' Fees. If any legal action or any other proceeding is brought for the enforcement of this License, or because of an alleged dispute, breach, default, or misrepresentation in connection with any of the provisions of this License, the successful or prevailing party or parties shall be entitled to recover reasonable attorneys' fees and other costs incurred in that action or proceeding, in addition to any other relief to which it or they may be entitled, including the fees and costs incurred in enforcing any judgment which may be obtained in said action.

17. Entire Agreement. This License supersedes all agreements previously made between the parties relating to its subject matter. There are no other understandings or agreements between them.

18. Notices. All notices or other documents under this License shall be in writing and delivered personally or mailed by certified mail, postage prepaid, addressed to the parties at their last known addresses, or by any electronic means, including email.

19. Governing Law. This License shall be construed in accordance with and governed by the laws of the State of Iowa.

20. Counterparts. This License may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall construe one and the same instrument.

IN WITNESS WHEREOF the undersigned parties have executed this License on the date specified above.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 2024

BOARD OF WATER WORKS TRUSTEES  
OF THE CITY OF DES MOINES, IOWA

LICENSEE  
[Name of Licensee]

By: \_\_\_\_\_  
**Andrea Boulton, Board Chairperson**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Attest: \_\_\_\_\_  
**Ted Corrigan, P. E.**  
**CEO and General Manager**

Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_

3/13/2010



I-35

 HAY GROUND  
APPROX. 50 ACRES

NOT TO SCALE

Drawn by	NO.	DATE	REVISIONS
DESIGNED BY	1	8/20/09	ADD 10 ACRES S.A.
CHECKED BY			
APPROVED BY			
DATE			

**Des Moines Water Works**  
Water You Can Trust for Life  
ENGINEERING DEPARTMENT  
Des Moines, Iowa

MAUFFITT HAY GROUND

PROJECT NO. 1000000000

FILE NUMBER
1000000000
PROJECT
1
DATE
8/20/09
BY
1000000000
DATE
8/20/09



DES MOINES WATER WORKS  
Board of Water Works Trustees

Agenda Item No. III-D  
Meeting Date: February 27, 2024  
Chairperson's Signature Yes ☐ No ☒

## AGENDA ITEM FORM

**SUBJECT:** Acceptance of Norwalk Highway G14 Meter Vault

**SUMMARY:**

- At the January 2022 Board meeting, the Board of Water Works Trustees awarded a contract to Rognes Corp., in the amount of \$536,000 for the Norwalk Highway G14 Meter Vault project.
- The scope of work for this contract was for the installation of a meter vault equipped with metering equipment and appurtenances to complete connections to the City of Norwalk's 16-inch feeder main. This work was the final component of the Norwalk Water Utility Improvements.
- All work associated with this contract has been completed.
- Change Orders on this project totaled \$2,853 for one item where additional concrete pavement was added to the project to improve safety of the driveway approach to Highway G14.
- The final price for the Norwalk Highway G14 Meter Vault contract is \$538,853.

**FISCAL IMPACT:**

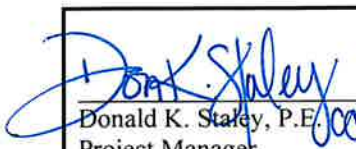
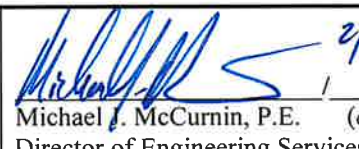
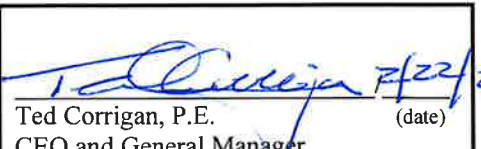
Funds for this project will come from the Joint Southwest Storage, Pumping, and Feeder Mains. The City of Norwalk will reimburse Des Moines Water Works for 100% of all design and construction costs of these facilities.

**RECOMMENDED ACTION:**

Accept the Norwalk Highway G14 Meter Vault contract, completed by Rognes Corp., in the amount of \$538,853.

**BOARD REQUIRED ACTION:**

Motion to accept the Norwalk Highway G14 Meter Vault contract, completed by Rognes Corp., in the amount of \$538,853.

 Donald K. Staley, P.E. Project Manager (date) 2/22/24	 Michael J. McCurnin, P.E. Director of Engineering Services (date) 2/21/24	 Ted Corrigan, P.E. CEO and General Manager (date) 2/22/24
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Attachments: site map







**DES MOINES WATER WORKS  
Board of Water Works Trustees**

Agenda Item No. III-E  
Meeting Date: February 27, 2024  
Chairperson's Signature Yes ☐ No ☒

**AGENDA ITEM FORM**

**SUBJECT: Acceptance of Fleur Drive Operations Center Stormwater System Improvements – Phase 2**

**SUMMARY:**

- At the January 2022 Board meeting, the Board of Water Works Trustees awarded a contract to WRH, Inc. in the amount of \$1,179,900 for the Fleur Drive Operations Center Stormwater System Improvements – Phase 2 project. An engineering study conducted in 2014 showed the existing stormwater collection system at the Fleur Drive Operations Center was deficient in its capacity to evacuate stormwater runoff produced by a storm with a recurrence interval of less than one year. Stormwater collection systems, under ideal conditions, are often designed to accommodate storm events with a recurrence interval of up to 50 or 100 years.
- In 2016, work was completed on the Fleur Drive Operations Center Stormwater System Improvements – Phase 1 Contract. The Phase 1 Contract included replacement of sections of 15-inch and 20-inch diameter stormwater pipes with 24-inch, 30-inch, and 42-inch diameter pipes.
- This contract, Fleur Drive Operations Center Stormwater System Improvements – Phase 2, constructed a new stormwater pump station with a capacity for storm events with a recurrence interval of five years. The new stormwater pump station also eliminates temporary equipment (numerous pumps and hoses) that were previously required to be installed by Water Production personnel during flood response efforts.
- The final contract price for the Fleur Drive Operations Center Stormwater System Improvements – Phase 2 Contract is \$1,183,555.75. The final contract price differs from the original contract amount due to the addition of seven change orders, adding \$3,655.75 to the original contract of \$1,179,900.00.
- Members of Central Iowa Water Works Technical Committee have been briefed on the recommendation to accept this contract.

**FISCAL IMPACT:**


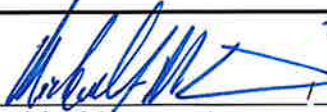

Funds for this project will come from the 2021 and 2022 Facility Management Budgets.

**RECOMMENDED ACTION:**

Accept the Fleur Drive Operations Center Stormwater System Improvements – Phase 2 Contract, completed by WRH, Inc., in the amount of \$1,183,555.75.

**BOARD REQUIRED ACTION:**

Motion to accept the Fleur Drive Operations Center Stormwater System Improvements – Phase 2 Contract, completed by WRH, Inc., in the amount of \$1,183,555.75.

 Scott Ayres, P.E. Project Manager (date) <u>2/22/24</u>	 Michael J. McCurnin, P.E. Director of Engineering Services (date) <u>2/22/24</u>	 Ted Corrigan, P.E. CEO and General Manager (date) <u>2/22/24</u>
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Attachments: None



## **AGENDA ITEM FORM**

**SUBJECT: Acceptance of 2021 Well Rehabilitation**

**SUMMARY:**

- At the July 27, 2021, Board meeting, the Board of Water Works Trustees awarded a contract to Layne Christensen Company, in the amount of \$1,344,820, for the 2021 Well Rehabilitation project.
- Rehabilitation of Well 1 at the Saylorville well field was added to the contract via \$599,630 change order. Layne Christensen Company also altered the sequencing and timing of rehabilitation efforts to better align with operational needs of Des Moines Water Works.
- Well screens require periodic maintenance to remove materials that plug the well screens and the aquifer surrounding the well screens. These materials are generally incrustations that form from the precipitation of calcium and magnesium carbonates and iron and manganese compounds that are naturally present in the groundwater. It was also suspected that deposits produced by naturally occurring iron-related bacteria had formed around the well screens.
- All work associated with this contract has been satisfactorily completed with the following results:
  - The specific capacity (@ 60 F and 2300 gpm) of Saylorville Well 1 increased from 115 gpm/ft to 425 gpm/ft.
  - The specific capacity (@ 60 F and 2300 gpm) of Saylorville Well 2 increased from 149 gpm/ft to 332 gpm/ft.
  - The specific capacity (@ 60 F and 1400 gpm) of McMullen Well 6 increased from 124 gpm/ft to 299 gpm/ft.
  - The new lateral installed at McMullen Well 6 increases the transmitting capacity of Well 6.
- The final contract price for the 2021 Well Rehabilitation project is \$2,088,085. The final contract price differs from the original contract amount due to five change orders, adding \$743,265 to the original contract of \$1,344,820. Change orders included the additional well rehabilitation, a price adjustment at McMullen Well 6 based upon schedule modifications, and work associated with a requested video inspection of McMullen Well 5.
- Members of Central Iowa Water Works Technical Committee have been briefed on the recommendation to accept this contract.

**FISCAL IMPACT:**




Funds for this project will come from the 2021 and 2022 McMullen and Saylorville Water Treatment Plant Budgets.

**RECOMMENDED ACTION:**

Accept the 2021 Well Rehabilitation Contract, completed by Layne Christensen Company, in the amount of \$2,088,085.

**BOARD REQUIRED ACTION:**

Motion to accept the 2021 Well Rehabilitation Contract, completed by Layne Christensen Company, in the amount of \$2,088,085.

 Scott Ayres, P.E. Project Manager	 Michael J. McCurnin, P.E. Director of Engineering Services	 Ted Corrigan, P.E. CEO and General Manager
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Attachments: None

## AGENDA ITEM FORM

**SUBJECT:** Request Authorization to Establish the Date of the Public Hearing for the Saylorville Water Treatment Plant (SWTP) West Feeder Main Phase 3 Easement Acquisition

**SUMMARY:**

- In 2017, DMWW teamed with CH2M and HDR to complete the DMWW Long Range Plan 2017 (2017 LRP). The 2017 LRP used population, water use and production statistics from all regional entities to project the necessary source, treatment, transmission, storage, and pumping needs for the Des Moines Metropolitan region through 2040. The 2017 LRP recommended an initial expansion at the Saylorville Water Treatment Plant of 10 MGD, which is currently in design.
- To allow the 10 MGD expansion to occur at SWTP, two transmission pipelines (DT-20-08 and DT-20-09) were identified to be constructed. The Board authorized a Professional Services Agreement with Snyder and Associates, Inc. on November 22, 2022, to begin the design work for these projects. Project DT-20-08 (as indicated on the attached map) has since been named "Saylorville Water Treatment Plant (SWTP) West Feeder Main Phase 3."
- The Saylorville Water Treatment Plant (SWTP) West Feeder Main Phase 3 project will consist of approximately 8,100 feet of 36" transmission main, 3,000 feet of 48" transmission main, appurtenances, utility relocations, pavement replacement, site restoration, and other correlated work. The project was designed for the use of either Ductile Iron or Prestressed Concrete Cylinder piping materials to facilitate competition and improved pricing. The work is planned to begin in the spring of 2024 and be completed in the 2025 construction season.
- The project was presented to the Central Iowa Water Works Technical Committee on November 8<sup>th</sup>, 2023, and the Des Moines Water Works Board on November 28<sup>th</sup>, 2023. At that time, the Board authorized staff to solicit bids and establish a Public Hearing for the February 27<sup>th</sup>, 2024, Board session. Bids for the project were received and opened on February 9<sup>th</sup>, 2024, and will be reported on under a separate agenda item.
- 14 easements are required to complete the project along the selected route. Easement acquisition through the project area is currently underway. Staff expect to obtain most of these easements through voluntary negotiation but anticipate that the use of eminent domain may be required on several of the properties. The approval of the use of eminent domain now does not require eminent domain to immediately be used; instead, it allows for continued negotiation on obtaining voluntary easements but also allows the filing of a petition to implement the use of eminent domain if the voluntary negotiations are unsuccessful. Initiating the notice and public hearing and approval process now will allow all easements to be procured by the dates required to facilitate the construction schedule.
- Staff has briefed the Technical Committee of Central Iowa Water Works, at their February 14<sup>th</sup>, 2024 meeting, that the use of eminent domain may be required on several of the properties.

**FISCAL IMPACT:**




Funds for the SWTP West Feeder Main Phase 3 project will be obtained from an Iowa State Revolving Fund (SRF) loan. The loan will become an obligation of Central Iowa Water Works upon Operational Commencement of Central Iowa Water Works.

**RECOMMENDED ACTION:**

Establish the date of the March 26<sup>th</sup>, 2024, Board session as the date of Public Hearing and approve the use of eminent domain, if necessary, to acquire property rights necessary for the completion of the Saylorville Water Treatment Plant West Feeder Main Phase 3 project and to authorize staff to send and publish all notices required under Iowa Code Chapter 6B related to the Public Hearing.

**BOARD REQUIRED ACTION:**

Motion to establish the date of the March 26<sup>th</sup>, 2024, Board session as the date of Public Hearing and approve the use of eminent domain, if necessary, to acquire property rights necessary for the completion of the Saylorville Water Treatment Plant West Feeder Main Phase 3 project and to authorize staff to send and publish all notices required under Iowa Code Chapter 6B related to the Public Hearing.

 Jonathan Mouw, P.E. Engineering Supervisor	<u>2/23/2024</u> (date)	 Michael J. McCurnin, P.E. Director of Engineering Services	<u>2/20/24</u> (date)	 Ted Corrigan, P.E. CEO and General Manager	<u>2/22/24</u> (date)
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Attachments: Site Map





## AGENDA ITEM FORM

**SUBJECT:** Des Moines Water Works (DMWW) Saylorville Water Treatment Plant (SWTP) West Feeder Main – Phase 3

### **SUMMARY:**

- In November 2023, the Board of Water Works Trustees authorized staff to solicit bids for the DMWW SWTP West Feeder Main Phase 3 project. The Public Hearing was established as the date of the February 2024 Board meeting.
- Plans, specifications, and contract documents were made available to prospective bidders. Three (3) bids were submitted by bidders on February 9, 2024. Bid results are as follows:

<u>BIDDER</u>	<u>BASE BID + ALTERNATE A</u> <u>Ductile Iron</u>	<u>BASE BID + ALTERNATE B</u> <u>PCCP</u>
S.J. Louis Construction, Inc.	\$15,094,785.00	\$11,106,561.50
S.M. Hentges & Sons Inc.	\$13,236,581.00	\$12,327,116.00
Rognes Corp.	\$14,412,297.00	\$11,327,333.00

- The engineer's estimate for this contract is \$15,000,000. Bid Alternate A represents the use of ductile iron pipe material, while Bid Alternate B utilizes prestressed concrete cylinder pipe (PCCP). The engineer's estimate was based on the use of ductile iron pipe material.
- The lowest responsible bidder was S.J. Louis Construction, Inc. in the amount of \$11,106,561.50 for Bid Alternate B. This bid is 26% lower than the engineer's estimate. The relative proximity of the bids received for each bid alternate are indicative of similar project understanding and a competitive process between the bidders.
- Staff recommends awarding Bid Alternate B from S.J. Louis Construction, Inc. based on the significant savings achieved with the use of the PCCP material.
- Staff briefed the Technical Committee of Central Iowa Water Works, at their February 14, 2024 meeting, on the project design, bid results, and the recommendation to award. The Technical Committee voted unanimously in favor of the recommendation to award the contract to S.J. Louis Construction, Inc.

### **FISCAL IMPACT:**


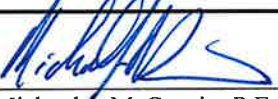

Funds for the SWTP West Feeder Main Phase 3 project will be obtained from an Iowa State Revolving Fund (SRF) loan. The loan will become an obligation of Central Iowa Water Works upon Operational Commencement.

### **RECOMMENDED ACTION:**

Award the Saylorville Water Treatment Plant (SWTP) West Feeder Main Phase 3 contract in the amount of \$11,106,561.50 to S.J. Louis Construction, Inc. and authorize the Chairperson and CEO and General Manager to execute the contract.

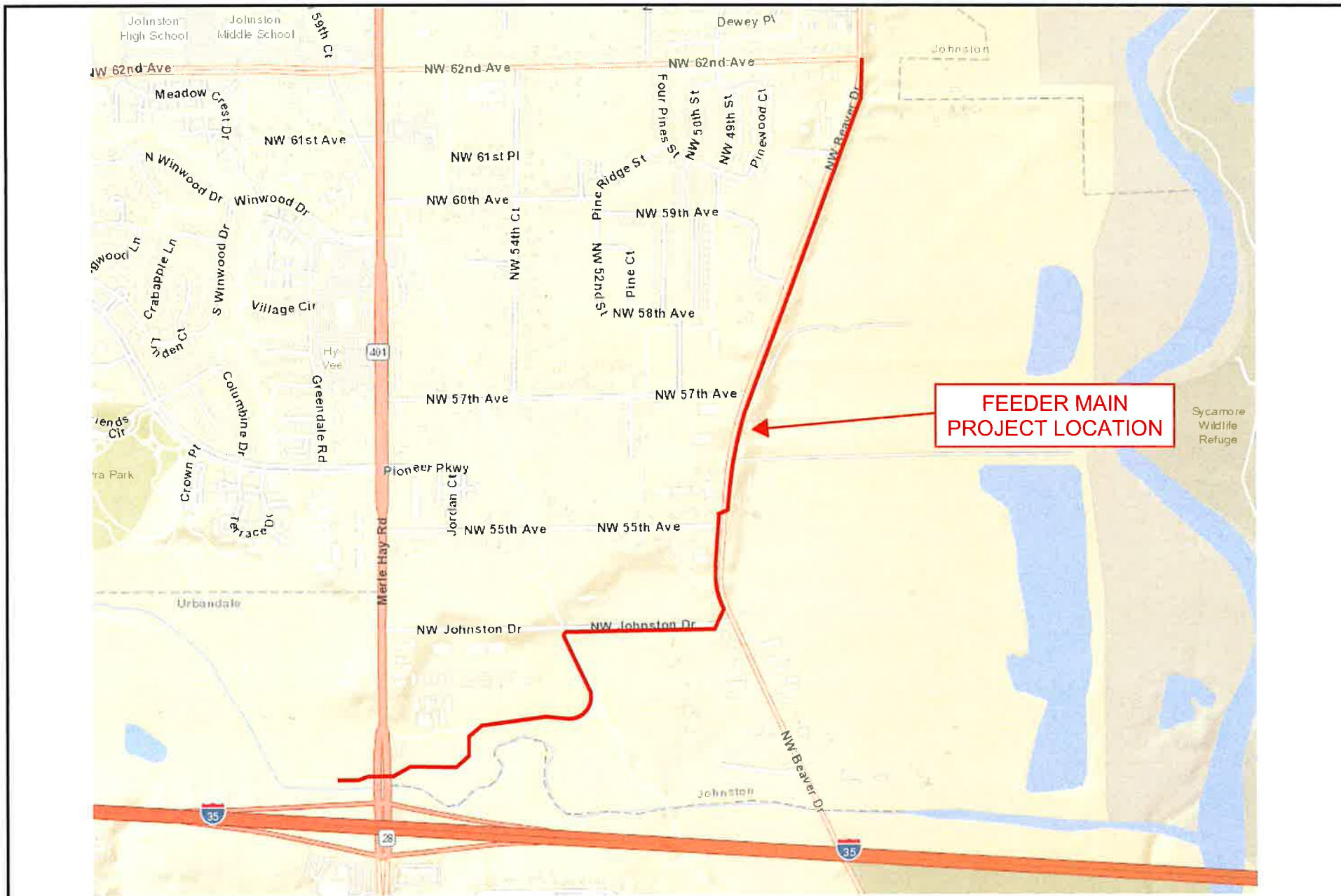
### **BOARD REQUIRED ACTION:**

- Public Hearing – Opened by Chairperson for comments from the public regarding the form of contract, plans and specifications, and estimated cost. Chairperson closes hearing.
- Motion for adoption of form of contract, plans and specifications, and estimated cost.
- Analysis of bids received.
- Award the Saylorville Water Treatment Plant (SWTP) West Feeder Main Phase 3 contract in the amount of \$11,106,561.50 to S.J. Louis Construction Inc. and authorize the Chairperson and CEO and General Manager to execute the contract.

 Jonathan Mouw, P.E. Engineering Supervisor	 Michael J. McCurnin, P.E. Director of Engineering Services	 Ted Corrigan, P.E. CEO and General Manager
2/22/24 (date)	2/22/24 (date)	2/22/24 (date)

Attachments: Site Map





**AGENDA ITEM FORM**

**SUBJECT: 2023 Des Moines Water Main Replacement – Contract 2**

**SUMMARY:**

- In January 2024, the Board of Water Works Trustees authorized staff to solicit bids for the 2023 Des Moines Water Main Replacement – Contract 2 project. The Public Hearing was established as the date of the February 2024 Board meeting.
- Work on E 27<sup>th</sup> Street will call for the installation of approximately 1,316 feet of 8-inch polyvinyl chloride (PVC) water main.
- Work on Richland Drive will call for the installation of approximately 735 feet of 8-inch and 22 feet of 6-inch polyvinyl chloride (PVC) water main.
- Work on E 38<sup>th</sup> Court will call for the installation of approximately 1,350 feet of 8-inch polyvinyl chloride (PVC) water main.
- Work on E 34<sup>th</sup> Street will call for the installation of approximately 765 feet of 8-inch and 21 feet of 6-inch polyvinyl chloride (PVC) water main.
- Work on E 21<sup>st</sup> Street will call for the installation of approximately 1,231 feet of 12-inch and 45 feet of 8-inch ductile iron pipe (DIP) water main.
- Work on Guthrie Ave will call for the installation of approximately 1,750 feet of 16-inch and 89 feet of 12-inch polyvinyl chloride (PVC) water main.
- Plans, specifications, and contract documents were taken out by several prospective bidders. Staff reached out to several contractors the week of February 12<sup>th</sup> to remind them of the project. Six bids were submitted on February 20, 2024.

<b><u>BIDDER</u></b>	<b><u>TOTAL OF ALL BASE BIDS</u></b>
On Track Construction, LLC	\$3,469,719.00
J & K Contracting, LLC	\$3,699,989.00
S.M Hentges & Sons, Inc.	\$3,727,170.00
Corell Contractors, Inc.	\$3,898,964.50
MPS Engineers PC	\$4,045,398.00
Synergy Contracting, LLC	\$5,236,511.00

- The engineer's estimate for the DMWW and City of Des Moines funded portions is \$5,226,512 and \$76,851 respectively. Total engineer's estimate for the contract is \$5,303,363.
- On Track Construction, LLC has successfully completed other projects for Des Moines Water Works in the past.
- Staff recommends the Board award the 2023 Des Moines Water Main Replacement - Contract 2 project to On Track Construction, LLC, in the amount of \$3,469,719.

**FISCAL IMPACT:**




Funds for this project will come from the 2024 Des Moines Water Main Replacement budget.

**RECOMMENDED ACTION:**

Award the 2023 Des Moines Water Main Replacement - Contract 2 project in the amount of \$3,469,719 to On Track Construction, LLC and authorize the Chairperson and CEO and General Manager to execute the contract.

**BOARD REQUIRED ACTION:**

- Public Hearing – Opened by Chairperson for comments from the public regarding the form of contract, plans and specifications, and estimated cost. Chairperson closes hearing.
- Motion for adoption of form of contract, plans and specifications, and estimated cost.
- Analysis of bids received.
- Award the 2023 Des Moines Water Main Replacement – Contract 2 project in the amount of \$3,469,719 to On Track Construction, LLC and authorize the Chairperson and CEO and General Manager to execute the contract.

 Mike Zach, P.E. Project Manager	 Michael J. McCurnin, P.E. Director of Engineering Services	 Ted Corrigan, P.E. CEO and General Manager
2/22/24 (date)	2/22/24 (date)	2/22/24 (date)







DES MOINES WATER WORKS  
Board of Water Works Trustees

**AGENDA ITEM FORM**

Agenda Item No. III-J  
Meeting Date: February 27, 2024  
Chairperson's Signature Yes ☒ No ☐

**SUBJECT:** 2024 FWTP – 5 kV System Upgrades – Relays

**SUMMARY:**

- KFI Engineers was retained in late 2022 to complete a comprehensive study of the 5 kV electrical system controls at the Fleur Drive Water Treatment Plant (FWTP). The study was completed in the first-half of 2023, and it identified near \$3.5M of medium and high priority projects to be completed over the next five years.
- KFI Engineers was subsequently retained in June of 2023 to begin the design work on a few of the initial system improvements. One of the initial projects calls for replacing the in-place electromechanical protective relays on critical 5 kV circuits with microprocessor-based protective relays that are more common today. The microprocessor-based protective relays will also integrate more appropriately with planned control system improvements.
- On February 20, 2024, Engineering Staff received bids for the 2024 FWTP – 5 kV System Upgrades – Relays project.
- Two bids were received for the work from qualified contractors. The bid tabulation is as follows:

Contractor	Base Bid	Alternate 1	Alternate 2
Qualus	\$132,450	\$3,200	\$15,600
Shermco Industries	Non-Responsive		

- The engineer's estimate for work on this project was \$87,675. Alternate 1 was for replacing the doors rather than just covering the holes up, and the estimate was \$3,000 per door. There are 10 doors in this project. Alternate 2 was to install current transformers on the tie breaker to help with fault detection between the two sides of the bus and the estimate was \$22,000.
- Staff recommends the Board award of the 2024 FWTP - 5 kV System Upgrades - Relays contract to Qualus for the base bid in the amount of \$132,450.
- Members of the Central Iowa Water Works Technical Committee have been briefed on the recommendation to award a contract to upgrade protective relays on the 5 kV system at FWTP.

**FISCAL IMPACT:**


Funds for the project will come from the 2024 Fleur Drive Treatment Plant budget.


**RECOMMENDED ACTION:**

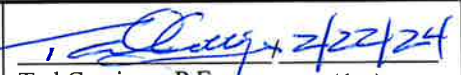
Award the 2024 FWTP 5 kV System Upgrades – Relays to Qualus in the amount of \$132,450 and authorize the Chairperson and the CEO and General Manager to execute the contract.

**BOARD REQUIRED ACTION:**

Award the 2024 FWTP 5 kV System Upgrades – Relays to Qualus in the amount of \$132,450 and the Chairperson and the CEO and General Manager to execute the contract.

 2/22/24  
Lindsey Wanderscheid, P.E. (date)  
Engineering Supervisor

 2/22/24  
Michael J. McCurnin, P.E. (date)  
Director of Engineering Services

 2/22/24  
Ted Corrigan, P.E. (date)  
CEO and General Manager

Attachments: None





DES MOINES WATER WORKS  
Board of Water Works Trustees

Agenda Item No. III-K  
Meeting Date: February 27, 2024  
Chairperson's Signature ☐ Yes ☒ No

**AGENDA ITEM FORM**

**SUBJECT:** Request Authorization to Reimburse the City of Des Moines for Water Main Relocations for the University Avenue – 39<sup>th</sup> Street to 48<sup>th</sup> Street Improvements Project

**SUMMARY:**

- As part of the City of Des Moines' University Avenue – 39<sup>th</sup> Street to 48<sup>th</sup> Street Improvements project, Des Moines Water Works will complete water main relocation due to conflicts with proposed sidewalk replacement and storm sewer improvements.
- The City of Des Moines project includes asphalt road rehabilitation, pedestrian safety island installation, sidewalk replacement, and storm sewer improvements.
- Construction for this project is anticipated to begin in Spring 2024, with water main work being completed in the 2024 construction season.
- Based upon the unit price bid for the estimated quantities for this contract, the cost for the water main relocation portion of this City of Des Moines project is \$174,250.00. Jasper Construction Services, Inc., from Newton, IA, will be the contractor for this project.

**FISCAL IMPACT:**


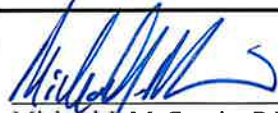

Funds for this project will come from the 2024 Des Moines Water Main Replacement Budget.

**RECOMMENDED ACTION:**

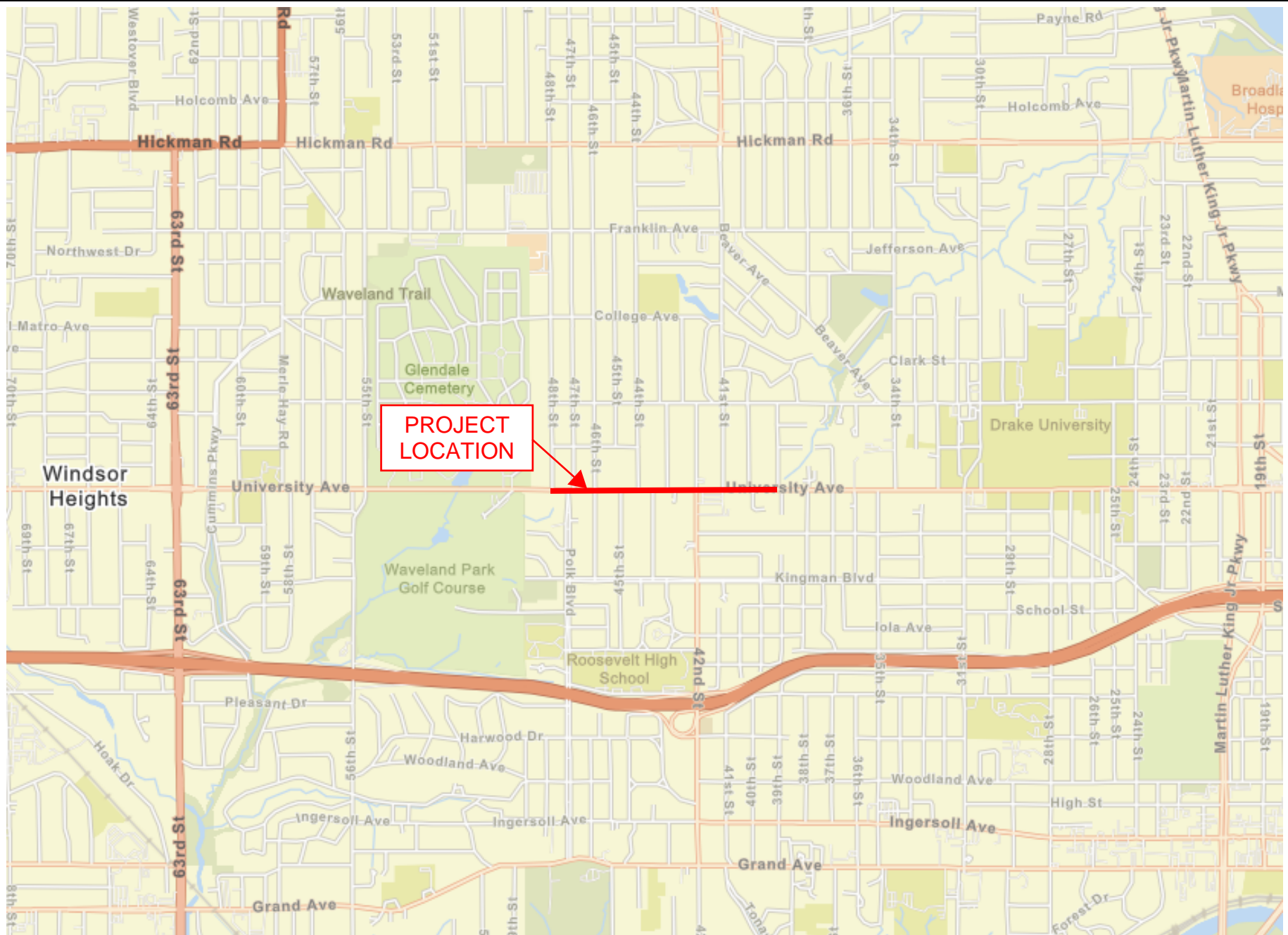
Authorize staff to reimburse the City of Des Moines for water main relocations included in the University Avenue – 39<sup>th</sup> Street to 48<sup>th</sup> Street Improvements project.

**BOARD REQUIRED ACTION:**

Motion to authorize staff to reimburse the City of Des Moines for water main relocations included in the University Avenue – 39<sup>th</sup> Street to 48<sup>th</sup> Street Improvements project.

 Mike Zach, P.E. Project Manager	 Michael J. McCurnin, P.E. Director of Engineering Services	 Ted Corrigan, P.E. CEO and General Manager
2/22/24 (date)	2/22/24 (date)	2/22/24 (date)

Attachments: Site Map



## **AGENDA ITEM FORM**

**SUBJECT: Approve Proposed Board Policy Manual Revisions – Contracting and Consultant Procedures**

**SUMMARY:**

- In January of 2023, the Des Moines Water Works Board Policy Manual was revised in the interest of improving contracting and consultant selection processes within the utility.
- Modifications included recognition that certain capital projects at Des Moines Water Works need not follow the procedures set forth in Iowa Code Chapter 26. Additionally, consultant selection procedures were modified to create both a Request for Qualification process and a Master Service Agreement process. These new processes allow personnel, primarily for Engineering Department personnel, to use a more streamlined process to acquire consulting services.
- At the January 2024 Planning Committee meeting, Engineering Department personnel summarized the initial experiences with the new and revised processes. Twenty-six different consultant agreements were finalized between March and August of 2023. Ten of the agreements were used in twenty different releases across a variety of projects. The changes were pivotal in making progress with numerous capital projects in 2023.
- After nine months of experience with the changes, staff recommends one key edit to the Master Service Agreement process. As originally developed, the Master Service Agreement was to be limited to projects with an estimated construction cost of not more than \$1M. If this \$1M threshold was increased to \$5M for distribution and water main replacement projects and to \$2M for all other projects, the new process would be more agile for staff.
- Even with a more agile process, the Board is reminded that any resultant professional services agreement (PSA) that would arise that exceeds the CEO spending authority would still require Board approval. This recommendation is aimed at reducing the staff time needed to bring a PSA to the Board for approval.
- Staff have also learned that similar processes established by the Iowa Board of Regents (Regents) have seen similar edits. The Regents developed an indefinite scope agreement process in 2021 that was targeted for projects at \$1M and below. Over the course of almost four years, they have increased their threshold from \$1M to \$5M.
- Proposed edits to the Board Policy Manual are attached (see page 4 for the proposed edit). It is proposed that these revisions become effective immediately once approved by the Board at their meeting on February 27, 2024.

**FISCAL IMPACT:**


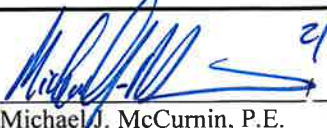

There is no fiscal impact to incorporating the proposed changes.

**RECOMMENDED ACTION:**

Approve the proposed revisions to the Board Policy Manual with an implementation date of February 27, 2024.

**BOARD REQUIRED ACTION:**

Motion to approve the proposed revisions to the Board Policy Manual with an implementation date of February 27, 2024.

 Lindsey Wanderscheid, P.E. (date) 2/22/24 Engineering Supervisor	 Michael J. McCurnin, P.E. (date) 2/22/24 Director of Engineering Services	 Ted Corrigan, P.E. (date) 2/22/24 CEO and General Manager
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Attachments: Outline of Proposed Changes to Board Policy Manual

## Improvement Contracting Procedure

### 611.1 Public Improvement Projects

- 611.1.1 When a public improvement is estimated to exceed the competitive bid threshold under Section 26.3, Code of Iowa, the Board of Trustees shall advertise for sealed bids and award a contract for the proposed construction in the manner as provided by law. When a public improvement is estimated to be below the competitive bid threshold under Section 26.3, Code of Iowa, but in excess of the competitive quotation threshold under Section 26.14, Code of Iowa, the Board of Trustees may follow the full competitive bid process under Chapter 26, Code of Iowa, or the CEO and Board of Trustees may proceed with the competitive quotation process specified by Section 26.14, Code of Iowa. For public improvements below the competitive quotation threshold, the CEO shall have discretion to use other contracting procedures to the extent consistent with Chapter 26, Code of Iowa, and the spending authority of the CEO under these rules.
- 611.1.2 Notice to Bidders. When the competitive bid process applies, the Board of Trustees shall advertise for bids in the manner specified by Section 26.3, Code of Iowa by giving a Notice to Bidders conforming to the requirements of Section 26.7, Code of Iowa, which shall include the time and place for filing sealed bids, time and place the sealed bids will be opened and considered by the Board of Trustees, the general nature of the proposed construction, the general terms of when construction must be commenced and completed, the requirement for bid security, and any further information deemed pertinent by the CEO or Board of Trustees.
- 611.1.3 Bid Security. Each bid must be accompanied by a bid security that the successful bidder will enter into a contract for the proposed construction. The amount of the bid security shall be ten percent (10%) of the bid submitted by the bidder. If 33alternatives are bid by the bidder, the bid security shall be ten percent (10%) of the bidder's highest alternative.
- 611.1.4 Award of Contract. Before entering into any contract for a proposed public improvement estimated to exceed the competitive bid threshold, the Board of Trustees shall adopt the form of the proposed contract, plans and specifications, and estimated costs for the project and conduct a public hearing thereon. The procedures stated in Section 602 shall apply to the public hearing. The Board of Trustees reserves the right to reject all bids. The contract may be, but need not be, awarded to the low responsible bidder. The contract shall be awarded by the Board of Trustees as it deems the contract to be in the best interests of the Water Works in compliance with Chapter 26 and Subchapter III of Chapter 73A, code of Iowa.

- 611.1.5 Emergency Construction. These procedures need not be followed if emergency work is necessary, and authorized by Section 384.103(2), Code of Iowa. In such cases, the CEO shall subsequently, but as soon as reasonably possible, communicate to the Board of Trustees the nature and cost of the emergency construction.
- 611.1.6 Supplies. Before the Water Works purchases any major supplies or capital budget items exceeding the CEO's spending authority, the Board of Trustees shall review the tabulations of competitive bids and authorize purchases accordingly.
- 611.1.7 Contracts for new facilities shall be let if the Board finds, pursuant to Section 28E.18, Code of Iowa, that no alternative suitable facilities are available for rent or sharing.

#### 611.2 Non-Public Improvement Projects.

- 611.2.1 This section only applies to construction and maintenance projects that do not meet the definition of a "Public Improvement" in Iowa Code Chapter 26.
- 611.2.2 For construction or maintenance projects where the total anticipated cost of the project exceeds the CEO's spending authority, the Board of Trustees requires that project be competitively bid. At a minimum, Water Works staff will contact more than one qualified contractor or service provider and request a certificate of insurance; rates, fees, or charges; and qualifications of the contractor or service provider. After Water Works staff review the qualifications, charges, and insurance of the contractor or service provider, Water Works Staff will recommend to the Board of Trustees that Water Works enter into a contract with a particular contractor or service provider. The Board of Trustees will vote on whether to approve entering into a contract with the contractor or service provider.
- 611.2.3 For construction or maintenance projects where the anticipated total cost does not exceed the CEO's spending authority, the CEO has discretion to use procedures to identify and retain contractors or service providers that are in the best interests of the Des Moines Water Works.
- 611.2.4 Contract documents, including terms and conditions, bonds, and plans and specifications, for non-public improvement projects will generally conform to the documentation utilized for public improvement projects, except where Water Works staff determines that the nature of the project indicates the best interests of the Des Moines Water Works will be better served by other forms of contract documents.
- 611.2.5 Water Works staff may deviate from the selection procedures in 611.2.2 so long as the Board of Trustees receives appropriate detailed justification,

regarding the reasons for selection of a specific contractor or service provider, and the reasons for the procedure utilized by Water Works staff. The Board of Trustees may approve the selection of the contractor or service provider if the Board of Trustees determines it is in the best interest of Water Works.

## 617 Professional Consultants

### 617.1 Selection and Use of Single-Project Professional Consultants

- 617.1.1 For single-project professional consultant engagements where the anticipated fee exceeds the CEO's spending authority, the Board of Trustees requires that competitive proposals be solicited. This will ordinarily be accomplished by issuance of a Request for Proposals (RFP) that requires fee information to be provided by responsive bidders, or a Request for Qualifications (RFQ) with a fee and scope to be subsequently negotiated after Water Works staff review the qualifications of the responsive professional consultants. At a minimum, Water Works staff will contact more than one qualified professional consultant and request a certificate of insurance; rates, fees, or charges; and qualifications of the professional consultant. After Water Works staff review the qualifications, charges, and insurance of the professional consultant, Water Works staff will recommend to the Board of Trustees that Water Works enter into a contract with a particular professional consultant. The Board of Trustees will vote on whether to approve entering into a contract with the professional consultant.
- 617.1.2 If the anticipated cost for the single-project professional consultant is less than the CEO's spending authority then the CEO has discretion to use procedures to identify and retain single-project professional consultants that are in the best interests of the Des Moines Water Works.
- 617.1.3 Water Works staff may deviate from the selection procedures in 617.1.1 so long as the Board of Trustees receives appropriate detailed justification, regarding the reasons for selection of a specific professional consultant, and the reasons for the procedure utilized by Water Works staff. The Board of Trustees may approve the selection of the professional consultant if the Board of Trustees determines it is in the best interest of Water Works.
- 617.1.4 After a professional consultant is identified and retained for any phase of the project, Water Works may execute amendments to the existing agreement to obtain additional services without re-soliciting the project. Subsequent amendments may be approved by the CEO if the anticipated cost of the amendment is within the CEO's spending authority or total authorized cost for the project. If the anticipated cost



of the amendment exceeds the CEO's spending authority then the Board of Trustees must approve the amendment.

617.2 Selection and Use of Multi-Project Professional Consultants.

617.2.1 For engagements with professional consultants where Water Works Staff anticipate recurring or multiple project engagements with the same professional consultant, then the Board of Trustees shall approve the use of the professional consultant before Des Moines Water Works enters into a master service agreement ("MSA") with the professional consultant.

617.2.2 Multi-project professional consultant engagements will be established by a Request for Qualifications process. At a minimum, Water Works staff will contact more than one qualified professional consultant and request a certificate of insurance; rates, fees, or charges; and qualifications of the professional consultant. After Water Works staff review the qualifications, charges, and insurance of the professional consultant, Water Works staff will recommend to the Board of Trustees that Water Works enter into a contract with a particular professional consultant. The Board of Trustees will vote on whether to approve entering into a contract with the professional consultant.

617.2.3 The term of the MSA will not exceed five (5) years.

617.2.4 After approval of the MSA by the Board of Trustees, the CEO has discretion to approve subsequent amendments to the MSA that apply to specific projects if the total anticipated cost of the work covered by the amendment is within the CEO's spending authority. If the anticipated cost of a particular amendment exceeds the CEO's spending authority, then the amendment must be approved by the Board of Trustees.

617.2.5 Multi-project professional consultant agreements may not be used for any projects where the anticipated construction cost of the project is over \$5,000,000 for water distribution and water main replacement type projects and \$2,000,000 for all other projects. \$1,000,000. These thresholds should be reviewed every three years (2027, 2030, 2033, etc.) based upon applicable and pertinent construction and contracting indices.

617.3 Water Works staff will provide a list of all agreements signed and executed in the past 24 months in the monthly Board materials.



DES MOINES WATER WORKS  
Board of Water Works Trustees

Agenda Item No. Information Items A-D  
Meeting Date: February 27, 2024  
Chairperson's Signature ☐ Yes ☒ No

## AGENDA ITEM FORM

**SUBJECT:** Information Items

**SUMMARY:**

- A. Board Committee Reports
  - Finance and Audit Committee
  - Planning Committee
  - Greater Des Moines Botanical Garden Board
  - Des Moines Water Works Park Foundation
- B. CEO and General Manager's Comments
- C. Safety Update
- D. Contract Status and Professional Services Agreements

**FISCAL IMPACT:**

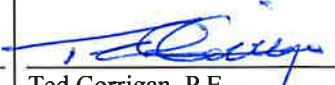
No impact to the budget.

**RECOMMENDED ACTION:**

For review and discussion.

**BOARD REQUIRED ACTION:**

Review and discussion.

_____/_____ (date)	_____/_____ (date)	 2/22/24 Ted Corrigan, P.E. CEO and General Manager (date)
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Attachments: DMWWPF Executive Summary, January Board Minutes, Safety Update; Contract Status and Professional Services Agreements  
Spreadsheets



**21 February 2024**

**Updates from the Des Moines Water Works Park Foundation**

January and February Meeting Minutes attached. End of Year Financials forthcoming.

**Programming**

The season will start a little earlier this year as more and more organizations are utilizing the park. We are busy looking at consolidating some of our programming and looking to collaborate with other groups. Most of our 1<sup>st</sup> quarter is in prep of the summer season, so not much more to report. Now that we are past our Feb. 1 hold for our primary promoter, the schedule will quickly fill out with the events that have been waiting for their holds to clear. We will probably have fewer concerts this year (estimate 8) but all will be fairly large. Early ticket sales for Cake are well over 4,000 and the same for Willie Nelson. Confirmed thus far:

Coldest Night of the Year 5k – February 24

\*Earth Day Eggstravaganza – April 20

Cake – May 11

Willie Nelson & Family – May 25

Iowa Craft Brew Festival – June 1

Robert Plant – June 11

John Pardi – June 13

Brantley Gilbert – July 11

80/35 Music Festival – July 12-13

\*DM Symphony - September 7 – 8

\*Bread & Puppet – September 25

Oktoberfest – September 27-29

IMT Des Moines Marathon – October 20

*\*Part of the Foundation's Free Cultural Series*

**2024 Officers for DMWWPF Board**

Crystal Franke – President

Andrea Boulton – Vice President

Brad Sporrer – Secretary

Ardis Kelley – Treasurer



**DES MOINES WATER WORKS PARK FOUNDATION**  
**Board of Directors Meeting**  
**Friday, January 12, 2024 – 11:45 am – 12:45 pm**  
**Meeting Minutes**



**DMWWPF Vision:** *Water Works Park is the place where nature and people flourish.*

**DMWWPF Mission:** *Foster stewardship for clean water and nature through unique learning opportunities, cultural experiences, and outdoor adventures.*

**BOD Members Virtual:** Crystal Franke, Ashley Aust, Taylor Boland, Andrea Boulton, Pat Bruner, Ken Converse, Jenn Cross, Keshia Fields, Jenny Herrera, MD Isley, Ardis Kelley, Chris Lightfoot, Drew Manatt, Corey Morrison, Brad Sporrer, Jason Stone, and Tyler Strube

**Guests/Staff:** Sam Carrell – DMWWPF; Teri and Andy TeBockhorst – DMWWPF, Mike McCurnin - DMWW

**I. Call to Order** – Crystal Franke called the meeting to order at 11:45 am on January 12, 2024.

**II. Approve Minutes** – Crystal Franke  
Upon a motion by Ardis Kelly, and a second by Pat Bruner, the Board of Directors unanimously approved the Des Moines Water Works Park Foundation Meeting Minutes for the December 8, 2023.

**III. Welcome New BOD Members** – Crystal Franke introduced the following new board members.

- Keshia Fields
- Isley, MD
- Ken Converse
- Tyler Strub

**IV. President's Report** – Crystal Franke updated the Board on the 2024 priorities and plans for the Des Moines Water Works Park Foundation. Discussion about a full time executive director and a Phase 2 feasibility study.

**V. Staffing/Contract Discussion** – Crystal Franke provided an update to the board on the staffing and contract. Upon a motion by Jason Stone, and a second by Ardis Kelly, the Board of Directors unanimously ratified the Headlight Strategies contract extension.

**VI. Financial Report** – Ardis Kelley  
Ardis Kelley reported on the November 30, 2023 balance sheet and income statement and discussion ensued. Upon a motion by Ashley Aust, and a second by Jenny Herrera, the Board of Directors unanimously accepted the November 2023 Financials.

**VII. Committee Reports**

- Governance – Ashley Aust provided an update on the board orientation.
- Programming – Jenny Herrera provided an update on park events, Earth Day Eggstravaganza, looking for a new sponsor, other events in 2024.
- Marketing – Chris Lightfoot provided an update on website management. Sent out an RFP to upgrade so that data can be pulled on who looks at our site. Need to create a budget for advertising park events, use, etc.
- Development – Teri Wood TeBockhorst provided an update on the newsletter, Friends of the Park, sponsorships and prospect forms, corporate suite sales, the application for a grant from Big Grove Gives Back, and the video of the donor event.
- DMWW – Mike McCurnin provided an update on the Des Moines Water Works. 20 billion gallons of water was produced in 2023, a new record. Mike gave an update on the regionalization process and new regional board members, and discussed money the

foundation owes the utility for expenses in 2023. The foundation board will tour the Water Works in May of June after a board meeting.

**VIII. Executive Director Report** – Sam Carrell updated the board on the following items:

- 2024 Schedule Update & Highlights
- Financial Services Transition
- 2024 Budget

**IX. Announcements**

**X. Adjourn** – Upon the motion of Ardis Kelly, and second by Jenny Herrera, the Meeting was adjourned at 1:02 PM.

Respectfully submitted by Brad Sporrer, Board Secretary.

**DES MOINES WATER WORKS PARK FOUNDATION**  
**Board of Directors Meeting**  
**Friday, February 9, 2024 – 12:00 – 1:30 pm**  
**Meeting Minutes**



**DMWW Administration Building Board Room – 2201 G. Flagg Pkwy**

**DMWWPF Vision:** *Water Works Park is the place where nature and people flourish.*

**DMWWPF Mission:** *Foster stewardship for clean water and nature through unique learning opportunities, cultural experiences, and outdoor adventures.*

**BOD Members Present:** Crystal Franke, Ken Converse, Chris Lightfoot, Taylor Boland, Pat Bruner, Taylor Strub, Jenny Herrera, Drew Mannat

**BOD Members Virtual:** Brad Sporrer, Ashley Aust, Corey Morrison, Jenn Cross, M.D. Isley, Andrea Bouton

**Guests/Staff:** Sam Carrell – DMWWPF, Mike McCurnin - DMWW

- I. Call to Order & Welcome/Affirm Agenda** – Crystal Franke called the meeting to order at 12:03 PM on February 9, 2024.

**Welcome New BOD Members** - Crystal Franke asked all new and existing board members to introduce themselves and welcomed them to the board meeting.

- II. Approve Minutes** – Crystal Franke  
January BOD meeting minutes were reviewed and approved as is.  
**Motion to Approve:** Aust      **Second:** Herrera      **APPROVED**

- III. BOD Discussion Item** – The various aspects of phase II were discussed and how the current 28E agreement and reserve funds could impact its development and negotiations. No action was taken.

**IV. Financial Report** – Sam Carrell

- Financial/Budget Update – There were no financial reports to review as EOY financials still being completed.
- Line of Credit renewal - Sam discussed the line of credit at Bankers Trust, including the maximum loan amount, the borrowing base of 75% of our pledges, the current balance, interest rate of Prime + %.

**Motion to approve and empower Ardis Kelley and Sam Carrell to renew the line of credit with Bankers Trust**

**Motion:** Aust      **Second:** Boland      **APPROVED**

- Maintenance bill from Des Moines Water Works – Sam Carrell discussed the 2023 bill for maintenance and other items from Des Moines Water Works that was presented in January.
  - The \$117,000 invoice was significantly higher than anticipated, and will be included in 2023 foundation numbers.
  - The utility has acknowledged it should have sent bills throughout the year, rather than one large bill at the end of the year and will strive to do monthly billing in 2024 and beyond.

**V. Committee Reports**

- Governance – Ashley Aust – Ashley had no new information to report.
- Programming – Jenny Herrera – Jenny Herrera gave an update on Earth Day Extravaganza and asked for volunteers from the board. The event will be held on 4/20/24 from 8:00 to 12:00. Eggs have been ordered and there will be a food truck and the Biergarten will be open.



- Ben Converse mentioned that nearby HOAs could do summer meeting at the Biergarten.
- Marketing – Chris Lightfoot – Corey Morrison discussed investigating Google analytics sign in codes to provide visitor website usage data. An RFP will be sent out on designing a new website.
  - Chris talked about the You Tube account.
  - The newsletter went out on January 15<sup>th</sup>, 2024.
  - Taylor Boland and Chris Lightfoot will meet next week to discuss larger marketing and advertising goals for 2024.
- Development – Teri Wood TeBockhorst – Teri was absent, but Development items were covered by Sam Carrell.
  - Teri had sent a report on corporate suites, sponsorships, grants, and meetings with prospect.
  - Sam updated the board on not being selected for the Big Grove grant for which we'd applied.
  - Teri met with the Des Moines Radio Group to discuss events and sponsorships/promotions in 2024.
- DMWW – Mike McCurnin – Mike indicated Des Moines Water Works had a record year for water treatment/production, at approximately 1 billion gallons. He also discussed expansion of the water plant in Johnston, for which estimates have come in significantly lower than expected.

**VI. Executive Director Report – Sam Carrell**

- 2024 Schedule Update & Highlights - Sam reviewed the 2024 schedule and asked for input on which concert should be the BOD event. Still to be determined.
- Carrell meeting with Sam Summers and Amedeo Rossi on Wednesday the 14<sup>th</sup> to clear up some hold dates. Projecting 8 large concerts this year.
- Due to the many requests, a discussion was held about which other charitable organizations we would provide items to for their silent auctions and other events. Ashley Aust will work with Sam to establish parameters for the park foundation to provide items to other charities.

**VII. Announcements**

**VIII. Adjourn –**The meeting was adjourned at 1:31 PM.

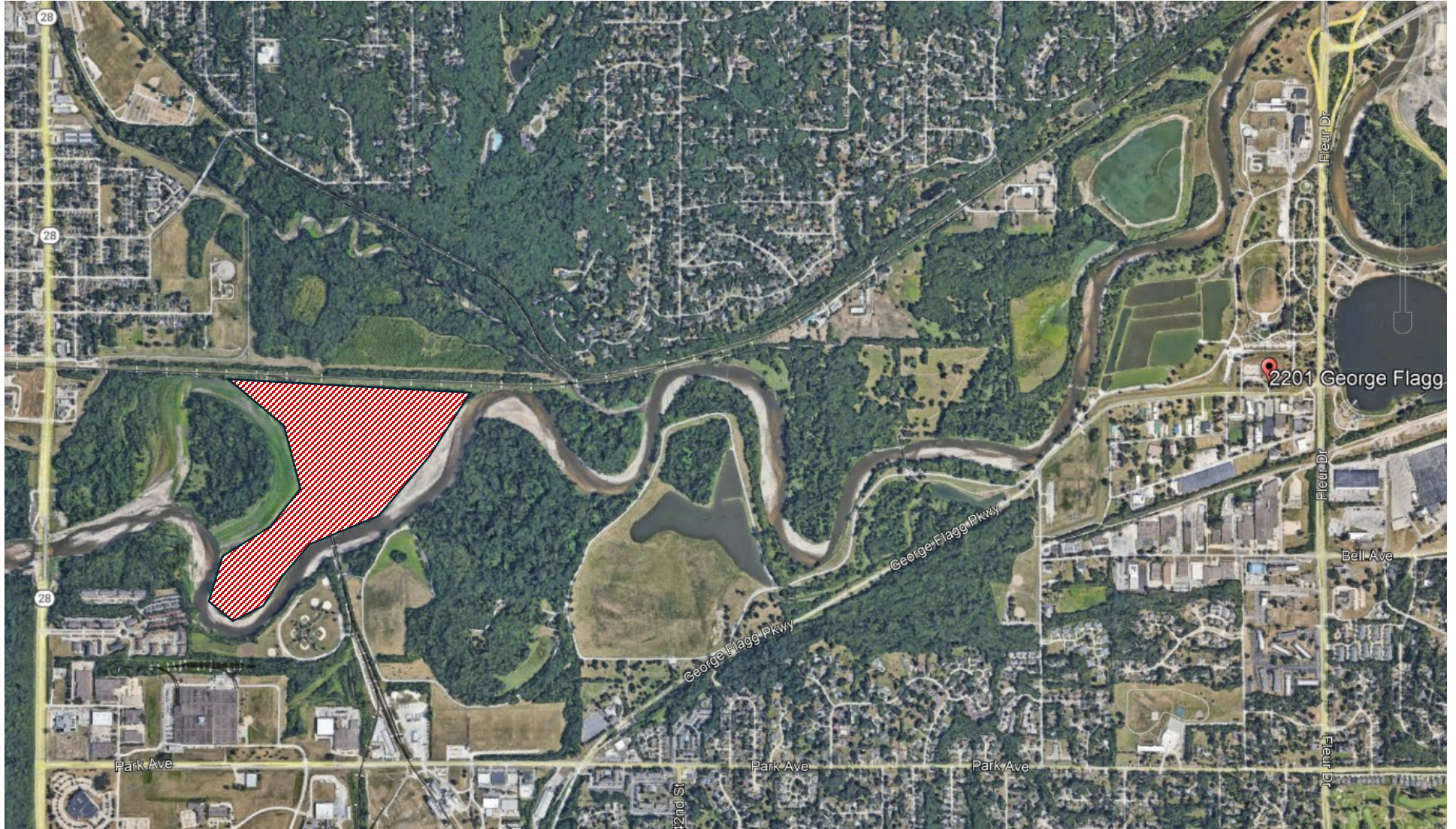
**Motion to Adjourn:** Bruner    **Second:** Lightfoot    **APPROVED**

Respectfully submitted by Brad Sporrer, Board Secretary.

***DMWWPF Values:***

1. *Conservation: We are a model of urban conservation that protects and promotes our natural environment through engaging amenities and activities, with an intentional focus on clean water.*
2. *Well-being: We provide opportunities for park lovers of any age to invigorate their bodies and quiet their minds through recreation, play, and connection to nature.*
3. *Collaboration: We nurture and grow strategic partnerships with other organizations and community attractions to maximize our collective impact.*
4. *Inclusion: We create a place that is welcoming to all, encouraging and growing understanding, and connection to strengthen our community. We are everyone's park.*
5. *Amazement: We leverage 1500 acres of urban greenspace to create unique experiences that delight and amaze human visitors, while respecting and enhancing the park's ecosystem.*





## MEMORANDUM

DATE: February 19, 2024

TO: Ted Corrigan, CEO and General Manager  
Kyle Danley, COO

FROM: Dylan White, Field Safety Specialist

SUBJECT: Safety Memo

### Injuries

0 (12/27/2023)

### Accidents

3 (2 preventable)

### Leading Indicators

16 Near Misses

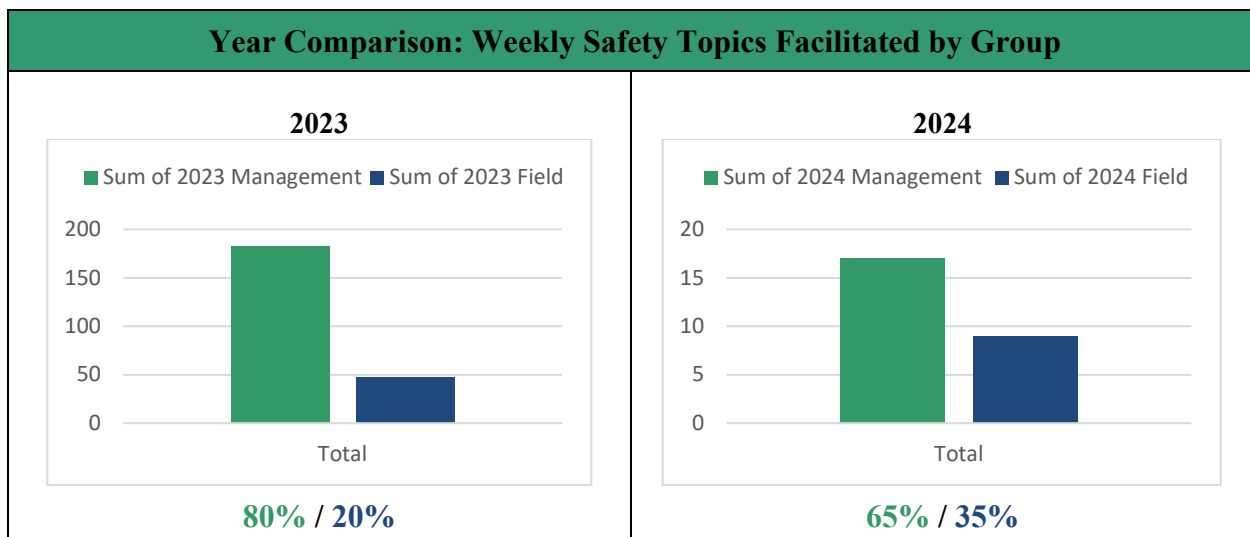
(3/11 Actionable)

3 Static Inspections

0 Jobsite Observations

- Weekly Safety Topics or WSTs are an aspect of the safety program where each field department/workgroup discusses an element of work as it relates to safety. These talks create a space to learn from each other's experiences, which is foundational to our program.
- Given that WSTs are done once a week by each field group, the total WSTs done in a year will have a cap. The facilitator ratio/percentage between the field groups and management acts as one way to measure engagement in the safety program.

### Year Comparison: Weekly Safety Topics Facilitated by Group





## COMPETITIVE BIDS CONTRACT STATUS FOR FEBRUARY 2024

McMullen High Service Pump Building HVAC and Roofing Upgrades	Construction in progress	Contractor	Brockway Mechanical & Roofing Co., Inc.
		Notice to Proceed	4/17/2023
		Original Contract Sum	\$233,094.00
		Net Change by Change Orders	\$6,950.00
		Contract Sum to Date	\$240,044.00
		Total Completed to Date	\$149,223.15
		Anticipated Completion Date	Mar-24
Maffitt East Feeder Main - Valve Vault	Construction in progress	Contractor	WRH, Inc.
		Notice to Proceed	6/12/2023
		Original Contract Sum	\$1,280,000.00
		Net Change by Change Orders	\$8,542.28
		Contract Sum to Date	\$1,288,542.28
		Total Completed to Date	\$580,939.74
		Anticipated Completion Date	Apr-24
2023 Des Moines Water Main Replacement - Contract 1	Construction in progress	Contractor	Corell Contractor, Inc.
		Notice to Proceed	5/24/2023
		Original Contract Sum	\$2,145,227.00
		Net Change by Change Orders	\$3,592.50
		Contract Sum to Date	\$2,148,819.50
		Total Completed to Date	\$1,898,936.50
		Anticipated Completion Date	Sep-24
DMWW Grounds Maintenance Facility	Construction in progress	Contractor	Henkel Construction Company
		Notice to Proceed	10/2/2020
		Original Contract Sum	\$3,780,900.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$3,780,900.00
		Total Completed to Date	\$446,685.16
		Anticipated Completion Date	Dec-24
MWTP Truck Scale Replacement	Construction in progress	Contractor	Edge Commercial
		Notice to Proceed	10/6/2023
		Original Contract Sum	\$823,000.00
		Net Change by Change Orders	\$9,584.00
		Contract Sum to Date	\$832,584.00
		Total Completed to Date	\$404,740.18
		Anticipated Completion Date	Mar-24
FDTP Closed Loop Cooling Systems	Construction in progress	Contractor	The Waldinger Corporation
		Notice to Proceed	10/30/2023
		Original Contract Sum	\$1,458,216.00
		Net Change by Change Orders	\$43,198.00
		Contract Sum to Date	\$1,492,970.00
		Total Completed to Date	\$265,553.76
		Anticipated Completion Date	Jun-24



## COMPETITIVE BIDS CONTRACT STATUS FOR FEBRUARY 2024

IDOT Polk 35-80 Hickman Interchange	Pre-construction activities	Contractor	J&K Contracting, LLC
		Notice to Proceed	12/27/2023
		Original Contract Sum	\$1,234,567.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$1,234,567.00
		Total Completed to Date	\$0.00
		Anticipated Completion Date	Dec-24
2023 MWTP Chemical Feed Improvements	Pre-construction activities	Contractor	WRH, Inc.
		Notice to Proceed	12/27/2023
		Original Contract Sum	\$1,255,000.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$1,255,000.00
		Total Completed to Date	\$0.00
		Anticipated Completion Date	Jun-25
2023 FWTP - Pump Station HVAC Upgrades	Pre-construction activities	Contractor	Corn States Metal Fabricators, Inc.
		Notice to Proceed	1/15/2024
		Original Contract Sum	\$1,047,000.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$1,047,000.00
		Total Completed to Date	\$0.00
		Anticipated Completion Date	May-25
2024 Filter Media Replacement - Fleur Drive Water Treatment Plant	Pre-construction activities	Contractor	Hyrdo-Klean, LLC.
		Notice to Proceed	TBD
		Original Contract Sum	\$990,595.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$990,595.00
		Total Completed to Date	\$0.00
		Anticipated Completion Date	TBD
2023 Des Moines Water Main Replacement - Contract 4	Pre-construction activities	Contractor	Rognes Corporation
		Notice to Proceed	1/19/2024
		Original Contract Sum	\$1,844,549.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$1,844,549.00
		Total Completed to Date	\$0.00
		Anticipated Completion Date	Jan-24
2023 FWTP Distribution Building Improvements - Structural Repairs	Construction in progress.	Contractor	Woodruff Construction, Inc.
		Notice to Proceed	TBD
		Original Contract Sum	\$97,327.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$97,327.00
		Total Completed to Date	\$0.00
		Anticipated Completion Date	TBD

COMPETITIVE QUOTATIONS CONTRACT STATUS FOR FEBRUARY 2024

2023 Des Moines Hydrant Relocations - Phase 1

Project complete waiting for spring seeding.

Contractor	J&K Contracting, LLC
Notice to Proceed	10/17/2023
Original Contract Sum	\$86,200.00
Net Change by Change Orders	\$0.00
Contract Sum to Date	\$86,200.00
Total Completed to Date	\$79,304.00
Anticipated Completion Date	May-24

Item IV-D

## PROFESSIONAL SERVICES AGREEMENTS

Service	Selected Vendor	Date	Amount	Comments
Communications, Public Relations - Melissa Walker	MW Media Consultants, LLC	Q4 2020	\$4,000/month	COMPLETE
Legislative Advocacy	Advocacy Strategies	2020-2021	\$10,000/qtr	COMPLETE
Updates to Regional Cost Model with Retail Rate Impacts	FCS Group	1/1/2021	\$33,200	
2017 Long Range Plan Timeline Review	HDR Engineering	1/7/2021	\$18,000	COMPLETE
Social Media Consultant	Megan McDowell	2/15/2021	\$909.09/month	Independent contractor
Easement Exhibit for NW 26th Street Booster Station	JEO Consulting Group	2/8/2021	\$1,200	COMPLETE
Inspection Services for Pleasant Hill Tower painting	Dixon Engineering	2/11/2021	\$45,420	COMPLETE
Engineering Services - Drafting water main relocations for City of Des Moines Hamilton Drain - Phase 2	Kirkham Michael	2/25/2021	\$10,000	COMPLETE
Railroad Right-Of-Way Assistance	VAA Engineering	4/9/2021	\$5,000	COMPLETE
Drafting Assitance for Bondurant Meter Pit	Veenstra & Kimm, Inc.	4/9/2021	\$3,000	COMPLETE
Electrical Consultation: LP Moon Pump 8	Stanley Consultants	5/6/2021	\$9,500	COMPLETE
Design and construction services: Joint Eastside Booster Station Hypochlorite Feed System	Veenstra & Kimm, Inc.	6/8/2021	\$22,900	
Design and construction services: Operation Center Stormwater Pump Station Improvements	Veenstra & Kimm, Inc.	6/8/2021	\$50,150	
Roof Membrane Relaxation Design	WTI	7/2/2021	\$3,000	
Design and preconstruction for DSM River Intake Roofing and Structural Modification	Accord Architecture	7/2/2021	\$9,280	COMPLETE
Maffitt East Feeder Main Control Valve Design	Stanley Consultants	8/6/2021	\$46,920	COMPLETE
Engineering & Drafting assistance - 2021 DM WMR #4	JEO Consulting Group	8/16/2021	\$20,270	COMPLETE
Government Relations Services - October 1, 2021 - September 30, 2022	Woodberry Associates, LLC	9/22/2021	\$5,000/month	COMPLETE
Engineering Services - Drafting water main relocations for City of Des Moines SE Connector SE 30th to US Hwy 65	Kirkham Michael	9/24/2021	\$10,000	COMPLETE
Legislative Advocacy - October 1, 2021 - December 31, 2022	Advocacy Strategies	9/24/2021	\$53,125	\$10,625/qtr
Survey Services for 2022 WMR - SW 10th Place	Snyder & Associates	11/9/2021	\$24,600	COMPLETE
Survey Services for 2022 WMR - SW 11th Street	Snyder & Associates	11/9/2021	\$24,600	COMPLETE
Specs and Contract Documents for 2022 Tank Painting - Tenny	Dixon Engineering	11/24/2021	\$5,125	COMPLETE
Drafting and Design for City of DM 2nd Ave. Improvements Project - University Ave to 2nd Ave Bridge	Bolton & Menk	11/22/2021	\$39,510	
Survey Services for 2022 WMR - Luster Ln & SW 9th St	McClure Engineering	12/1/2021	\$19,325	COMPLETE
Specs and Contract Documents for 2022 Tank Painting - Runnells	Dixon Engineering	12/28/2021	\$6,625	COMPLETE
Communications, Public Relations - Melissa Walker	MW Media Consultants, LLC	1/1/2022	\$4,800/month	
Consulting Services for Replacement of Financial Mgmt. Software	Adbo Financial Solution	2/11/2022	\$98,400	
2022 Voice of the Customer Survey/Research	SPPG+Essman Research	3/21/2022	\$40,000	
Survey Services for 2022 Des Moines WMR - Contract 2	Snyder & Associates	3/22/2022	\$37,953	
Diversity and Inclusion Plan	Keen Independent Research	4/15/2022	\$49,985	
Inspection Services for Tenny Standpipe painting	KLM Engineering, Inc.	5/12/2022	\$60,295	
Engineering Services - Drafting water main relocations for City of Des Moines Hamilton Drain - Phase 3	Kirkham Michael	6/15/2022	\$20,000	
Engineering Svcs for City of DM E Court Ave from DM River to E14th St	Shive-Hattery	6/23/2022	\$112,500	
Grounds Maintenance Facility	SVPA Architects	6/30/2022	\$118,280	
Water Main Design for Windsor Heights 73rd St. Phase 1 Improvements	Bolten & Menk, Inc.	7/14/2022	\$30,000	
Development of Drafting Standards for Engineering Department	DTM Solutions	8/30/20022	\$13,200	
MicroStation Connect and OpenRoads Designer Training	DTM Solutions	8/30/2022	\$3,800	
Design, Bid, and Construction Administration Services - MWTP HVAC	Shive-Hattery	9/26/2022	\$25,750	
Engineering Services - Closed Loop Cooling Projects Planning Study	IMEG	9/27/2022	\$23,600	COMPLETE
Engineering Services - Vine Street Water Main Improvements	ISG, Inc.	11/4/2022	\$21,600	
FDWTP 5KV Study	KFI	11/16/2022	\$38,100	
DM River and NW Beaver Drive Geotechnical Exploration Services	Allender Butzke Engineers, Inc.	11/16/2022	\$15,000	
SWTP Transmission Improvements Design & Construction	Snyder & Associates	11/28/2022	\$1,078,400	
FDWTP Pumping Station HVAC - RTU Replacement	IMEG	12/29/2022	\$84,700	
Roof Relaxation Specs, Drawings and Bidding Documents	WTI	1/18/2023	\$7,250	
LP Moon ASR Pump Electrical Evaluation	AECOM	1/20/2023	\$7,800	
Hickman Feeder Main Relocation Design & Construction Services	Snyder & Associates	1/24/2023	\$82,700	
McMullen Truck Scale Improvements Engineering Services	Snyder & Associates	1/31/2023	\$63,500	
MWTP Chemical Feed Improvements Engineering Services	McClure Engineering	2/3/2023	\$106,670	
SWTP Capacity Expansion Design & Construction Services	HDR Engineering	2/6/2023	\$12,999,057	
Closed Loop Cooling Projects Design	IMEG	3/1/2023	\$47,300	COMPLETE
McKinley Ave Reconstruction from SW 9th to SW 14th	HR Green, Inc.	3/1/2023	\$70,500	
ASR at Polk County Pumping Station	Strand & Associates	3/14/2023	\$909,400	
2023 DM WMR Contract 2 Surveying Services	McClure Engineering	5/1/2023	\$64,746	
2023 DM WMR Contract 3 Surveying Services	McClure Engineering	5/1/2023	\$43,158	
Affordability Study	Raftelis	5/3/2023	\$79,785	
FDTP - Distribution Building Improvements	WJE	5/31/2023	\$70,000	
Maffitt East Feeder Main Control Valve Construction Testing	Allender Butzke Engineers, Inc.	6/6/2023	\$16,231	
Maffitt East Feeder Main Control Valve Design	Stanley Consultants	6/7/2023	\$40,000	
Maffit East Feeder Main Control Valve Cathodic Protect	Corpro Corrosion Companies	9/14/2023	\$5,000	
2023 DM WMR Contract 4 Surveying Services	Snyder & Associates	6/13/2023	\$26,624	
5 kV Switchgear Controls - Phase 1	KFI Engineers, Inc.	6/28/2023	\$119,000	

FDWTP Filtration Pilot Study	CDM Smith	6/29/2023	\$333,900	
FDWTP Filter Media Replacement	CDM Smith	7/14/2023	\$90,600	
Saylorville Water Treatment Plant RO Pilot	Wigen	8/9/2023	\$55,000	
Saylorville Water Treatment Plant RO Pilot	Harn	8/11/2023	\$62,750	
FDTP Closed Loop Cooling Systems	IMEG	8/15/2023	\$69,200	
FDTP - Distribution Building Improvements	SVPA Architects	8/30/2023	\$34,780	
2024 City of DM WMR Contract 1	McClure Engineering	8/31/2023	\$55,854	
MWTP Truck Scale Replacement	Allender Butzke Engineers, Inc.	8/31/2023	\$10,120.18	
FDTP Closed Loop Cooling Systems	Team Services, Inc	9/6/2023	\$960	
Maffitt East Feeder Main Control Valve Design	Corrpro Corrosion Companies	9/14/2023	\$5,000	
McMullen Slaker Room Access Walkway	McClure Engineering	10/24/2023	\$5,000	
DMWW Grounds Maintenance Facility - Construction Services	Snyder & Associates	11/9/2023	\$111,322	
DMWW Grounds Maintenance Facility - Construction Testing	Allender Butzke Engineers, Inc.	11/9/2023	\$14,000	
2024 City of DM WMR Contract 3	McClure Engineering	11/2/2023	\$10,935	
DMWW FWTP Pump Station HVAC Upgrades	Team Services, Inc	11/14/2023	\$720	
2024 DMWW Roof Repairs	Benchmark, Inc.	11/17/2023	\$44,100	
Wilchinski Stanpipe Surveying Services	Snyder & Associates	1/24/2024	\$3,000	
2024 Northeast Booster Station	V&K	1/24/2024	\$248,700	
SCADA Master Plan	HDR Engineering	1/24/2024	\$416,911	
2024 FWTP Levee Study	Barr Engineering	1/24/2024	\$245,000	